

CITY HALL, SALISBURY, MARYLAND - JANUARY 1, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, January 1, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, Hilary M. Taylor, William W. Dixon, and Werner T. Gardner.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Motion made and passed that the following reports submitted by Chief of Police Holland, be received and filed: (a) report for week ending December 31, 1939; (b) report for month of December, 1939; (c) report of F.B.I. Police School held during the week of December 25, 1939.
3. Motion made and passed that City Treasurer be authorized to draw a voucher in the amount of \$9.00 to Chief N. H. Holland for expenses incurred in connection with the F.B.I. Police School held in Salisbury during the week of December 25, 1939.
4. Motion made and passed that Annual Report, covering the construction of Curbs, Gutters and Sidewalks, in cooperation with the Work Projects Administration, be received and filed.
5. Motion made and passed that Report on Summarization of Costs, pertaining to the Riverside Road Water Main Extension, be received and filed.
6. Motion made and passed that Parking Ticket No. 3478 be excused.
7. Motion made and passed that Ordinance No. 400, "An Ordinance entitled 'Thirteenth Amendment to Zoning Ordinance No. 292', to supplement and amend but in no manner otherwise to change said Zoning Ordinance by providing a change in the Area District Regulations of a certain area of land on the South side of Winders Street....from R 40 C Area to R 40 B Area', there being no objections, be passed for final reading.
8. Motion made and passed that Ordinance No. 402, "An Ordinance providing for the closing of a part of Old Arch Street lying between the Snow Hill Road and the intersection of New Arch Street with Old Arch Street, in the City of Salisbury, Maryland", there being no objections, be passed for final reading.
9. Motion made and passed that Vouchers 12,592 to 12,597, inclusive, be approved for payment.

There being no further business, the Mayor and Council went into Executive Session at this time with Mr. Hiram Stout, representative of the Public Administration Service (8:30 P.M.).

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk

City of Salisbury
MARYLAND

COPY FOR MINUTES

December 27, 1939

re: S-11,6

Mr. J. H. Schwab, Superintendent
The Pennsylvania Railroad Company
Delmarva Division
Cape Charles, Virginia

Dear Sir:

For the past several months, the business interests along Mill Street have been complaining about the narrowness of this street and have repeatedly requested relief from the Mayor and Council.

We have had our City Engineer prepare a plan to widen Mill Street so as to meet the needs of that thoroughfare. From this plan (a copy of which is attached) you will observe there is involved not only the shifting of railroad sidings, which serve the many industries along this street, but also the occupancy of some of the railroad property.

The street widening, including grading and paving, if undertaken, will be done at the expense of the City and the adjoining property owners. In order to do this work as economically as possible, will you kindly advise if your Company would be willing to donate the necessary property for street purposes and assume the expense of shifting the tracks where relocation is deemed necessary.

The enclosed plan is tentative insofar as the realignment of sidings and the shifting of tracks are concerned; however, we will depend upon you to coordinate the track relocation with the proposed new street width.

We feel that the rapid industrial developments in this area are mutually beneficial, as the property interests are concerns who do considerable shipping by rail. The widening of Mill Street would, therefore, seem to present opportunities for increased rail shipments because existing industries can further expand if commercial traffic congestion can be materially reduced. This, in turn, would expedite the loading and unloading of rail shipments.

Please let us have your comments and suggestions at the earliest possible date.

Very truly yours,

THE MAYOR AND COUNCIL OF SALISBURY,

AWB vg
encl.

Mayor

CITY HALL, SALISBURY, MARYLAND - JANUARY 8, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, January 8, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, Hilary M. Taylor, Werner T. Gardner and Eugene M. Messick.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Motion made and passed that Parking Ticket Nos. 3443, 3444 and 3557 be excused.
3. Motion made and passed that Chief Holland's Weekly and Parking Meter Reports for week ending January 7, be received and filed.
4. Motion made and passed that Plumbing Inspector's Report for month of December and annual report for the year, 1939, together with report on collection of rent on properties owned by the City on Union Street, be received and filed.
5. Motion made and passed that City Engineer be authorized to construct an 8-inch sanitary sewer on Bell Avenue, between Priscilla Street and West Main Street; and, further, that the property owners' contribution towards the construction costs of this sewer be waived.
6. Motion made and passed that the following reports presented by the City Engineer be received and filed: (1) Annual report on Street Surfacing undertaken in conjunction with the Work Projects Administration; (2) Six Months' report on Curb, Gutter and Sidewalk construction undertaken with the aid of the Work Projects Administration.
7. The City Engineer presented 1940 Street Program, which had been approved by the Work Projects Administration, and requested authority to receive bids on approximately 1,500 cubic yards of Clay Gravel to be used for the construction of a portion of the Program.
8. Motion made and passed that City Solicitor be authorized to prepare an ordinance for the curbing and guttering of Parkway Drive, between E. College Avenue and E. Pinehurst Avenue.
9. The City Engineer presented a plat showing a proposed highway over the East Branch of the Wicomico River running from the Salisbury Boulevard to the intersection of Main and Mill Streets.

Motion made and passed that City Engineer be authorized to prepare preliminary plans and submit cost data on the proposed improvements.

10. The following resolution was offered by Councilman Gardner and seconded by Councilman Messick and passed by a unanimous vote of all councilmen present:

WHEREAS, a resolution has been introduced and adopted providing for the closing of Waller Street in its entirety, that part of Phillips Avenue which lies between Waller Street and Priscilla Street, and that part of Bell Avenue between Waller Street and Priscilla Street;

AND WHEREAS, a Commission was appointed to assess damages and benefits to the property owners who in the judgment of said Commission suffered

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or incurred same, and said Commission has returned its report which has been duly acted upon by this Council.

NOW; THEREFORE, BE IT RESOLVED, that this improvement, namely: the closing of Waller Street in its entirety, that part of Phillips Avenue which lies between Waller Street and Priscilla Street, and that part of Bell Avenue which lies between Waller Street and Priscilla Street, shall be made, and that the damages ordered by this Council shall be paid or tendered to the person or persons who were adjudged entitled to same and that the benefits be recovered.

11. Motion made and passed that City Engineer be authorized to purchase one hundred (100) linear feet of concrete culvert pipe to be placed on Russell Avenue, between Monticello and Pinehurst Avenues, in order to make a proper fill on Russell Avenue for street purposes.
12. Motion made and passed that City Engineer be authorized to hire a reasonable number of trucks for snow removal.
13. Motion made and passed that Vouchers from 12,598 to 12,680, inclusive, be approved for payment.

There being no further business, meeting adjourned at 10:00 P.M.

I. Virgil Hitchens, President

L. Thomas Parker, Jr.,
Deputy Clerk

CITY HALL, SALISBURY, MARYLAND - JANUARY, 15, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, January 15, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, Werner T. Gardner, Hilary M. Taylor, William W. Dixon and Eugene M. Messick.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Motion made and passed that the City Treasurer be authorized to draw a voucher from the General Fund in the amount of \$17,349.06, payable to the Water Department for all notes outstanding.
3. Motion made and passed that the City Treasurer be authorized to draw a voucher from the General Fund in the amount of \$1,420.00, payable to the Mayor and Council - Water Department, for 1/5 payment on purchase price of land and improvements acquired on Union Street for the purpose of a colored recreational center.
4. Motion made and passed that the City Treasurer be authorized to draw a voucher from the Water Department Fund in the amount of \$1,200.00, payable to the Mayor and Council - General Fund, for 12 month's rent for office space occupied by the Water Department.
5. The Assistant City Engineer presented sealed bids on hauling approximately 1,500 cubic yards of clay gravel from the Blackwater Pit, near Hebron, to the Willow Street Storage Yard, Salisbury, Maryland, for use in the 1940 Street Program under WPA Project No. 32. The following bids were received:

<u>Name of Bidders</u>	<u>Address</u>	<u>Total Bid</u>
Wallace M. Lokey	Salisbury, Maryland	\$697.50
Waller Paving Company	Salisbury, Maryland	750.00
Donald Bowden	Salisbury, Maryland	750.00
Paul V. Downing	Salisbury, Maryland	765.00
Irving Pryor	Salisbury, Maryland	735.00
A. P. Isakson	Salisbury, Maryland	765.00

Motion made and passed that City Engineer be authorized to award a contract to the lowest bidder providing the trucks used our registered within the corporate limits of Salisbury.

6. Mr. Paul V. Downing appeared before the Mayor and Council and requested that the City take some action in providing sidewalks for school children along the East side of North Division Street, North from Naylor Street.

Motion made and passed that a committee, composed of Mayor Arthur W. Boyce, Councilmen Taylor and Messick, and City Engineer Clarke Gardner, contact property owners who do not have sidewalks on North Division and Naylor Streets.

7. Motion made and passed that Chief Holland's report for the week ending January 14, be received and filed.
8. Messrs. Robert Dallas and Lex Grier appeared before the Mayor and Council requesting concrete gutters in the vicinity of Clairmont Village.

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9. The City Engineer presented project for Municipal Park, covering the construction of two bridges, concrete steel bulkheads, submerged wiers and the riprapping of banks under Sponsor's Proposal No. 30-1.

Motion made and passed that Mayor Arthur W. Boyce and President of Council I. Virgil Hitchens, be authorized to sign proposal on behalf of the City; and the City Engineer be authorized to submit the proposals to the Local Area Office of the Work Projects Administration.

10. Motion made and passed that the City Engineer be authorized to purchase one hundred (100) linear feet of 36-inch reinforced concrete steel pipe from the Midatlantic Concrete Pipe and Products Company of Dover, Delaware, at the rate of \$3.30 per linear foot delivered to Russell and Monticello Avenues, Salisbury, for use in storm water drain construction.
11. Motion made and passed that the City Solicitor be authorized to make a title investigation of Shelshorne's Pond in accordance with a request from the City Engineer.

12. The City Engineer presented the following quotations received by 'phone on two (2) 550x17 tires for truck driven by Oscar Grier:

"Firestone"	- 4 ply		\$ 7.84, each
"	- 6 ply		10.95, "
"Good Year"	- 4 ply		8.75, "
"	- 6 ply		11.22, "
"Yale"	- 4 ply		9.60, "
"	- 6 ply		11.51, "

Motion made and passed that the City Engineer be authorized to purchase two tires from the lowest bidder, Firestone Service and Supply Company of Salisbury, at the rate of \$7.84, each.

13. The City Engineer submitted a quotation from A. P. Isakson for Clay Gravel at the rate of \$0.08 per cubic yard, f.o.b. Blackwater Pit.

Motion made and passed that City Engineer be authorized to investigate the quality of the material offered and, if satisfactory, award a contract for 1500 cubic yards, or less, of clay gravel to A. P. Isakson, at the rate of \$0.08 per cubic yard.

14. Motion made and passed that Ordinance No. 403, providing for the cubing and guttering of both sides of Parkway Drive between East Pinehurst Avenue and East College Avenue, in the City of Salisbury, Maryland, and providing for the method of paying the cost thereof, be read, posted and passed for first reading.

15. Mayor Arthur W. Boyce appointed the following commissioners for the purpose of awarding benefits and damages in the closing of Arch Street: Messrs. Lewis G. Washburn, Carl J. Williams, and Otis W. Shores.

The above appointments were this day duly ratified and confirmed by the Council of Salisbury.

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16. Motion made and passed that the City Treasurer be authorized to temporarily employ two persons, at the rate of \$12.00 per week, each, for the purpose of transferring County Assessments to City books in order to comply with the State Law.
17. Motion made and passed that salary of Rebecca Brittingham be increased to \$15.00 per week, effective pay week ending January 19, 1940.
18. Motion made and passed that letters of commendation be written to the Salisbury Fire Departments and to Mr. Lay Phillips on their recent achievements and, further, copy of these letters be attached to these minutes.
19. Motion made and passed that Voucher Nos. 12,680 to 12,709, inclusive, be approved for payment.

There being no further business, meeting adjourned at 10:30, P.M.

I. Virgil Hitchens, President of Council

L. Thos. Parker, Jr.,
Deputy Clerk

January 17, 1940

Members of the Salisbury Fire Departments
Attn: Mr. Walter Disharoon
Salisbury, Maryland

Gentlemen:

The Mayor and Council of Salisbury wish to express their appreciation to each and every member of the Salisbury Fire Department for services rendered in connection with the fire at Trinity M. E. Church.

The systematic methods and careful thought displayed by the firemen in preventing any excessive damages to the interior of the building, including the mosaics and beautiful windows, have been widely praised.

In our opinion the firemen have done a splendid job in every respect and the community is fortunate in having such a group of men ready and willing at a moment's notice to give their services in protecting the life and property from the ravages of fire.

Very truly yours,

THE MAYOR & COUNCIL OF SALISBURY,

LTPjr vg

Deputy Clerk

✓ (copy for Minute Book)

January 17, 1940

Mr. H. Lay Phillips
Salisbury
Maryland

Dear Sir:

The Mayor and Council of Salisbury wish to congratulate you upon your recent appointment as County Commissioner of Wicomico County.

Your experience and success in various business enterprises will be of material assistance in overcoming the many financial difficulties that are encountered in maintaining reasonable tax rates and balanced budgets. We believe that you will have the interest of the People of Salisbury at heart as well as of the County.

You, no doubt, are probably aware that the People of Salisbury pay well over 60 per cent of the taxes to the County and, naturally, we are very much gratified to have you as representing these interests.

Assuring you of our one hundred per cent cooperation in working out the problems that are mutually beneficial to the City and County interests, we are

Sincerely yours,

THE MAYOR & COUNCIL OF SALISBURY,

LTPjr vg

Deputy Clerk

✓ (copy for Minute Book)

CITY HALL, SALISBURY, MARYLAND - JANUARY 22, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, January 22, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, Werner T. Gardner, Hilary M. Taylor, William W. Dixon and Eugene M. Messick.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Mr. Doll Derr, from the office of the Commissioner of Motor Vehicles, appeared before the Mayor and Council and suggested an ordinance regulating the use of bicycles--similar to that in Cumberland.
3. Motion made and passed that Parking Ticket Nos. 3550, 3622, 3449, 2880, 3334, 3629, 3337, 3623 and 2878 be excused.
4. Motion made and passed that Chief Holland's Report for week ending January 21 be received and filed.
5. Messrs. Fred Battle and William B. Tilghman, Jr., and Mrs. Pillsbury appeared before the Mayor and Council requesting a donation in the amount of \$1,800 to build a log cabin in the Park. This matter was taken under consideration.
6. Mr. Sergeant appeared before the Mayor and Council asking permission to post signs on street light posts, on North Division Street and Main Street, on behalf of the Infantile Paralysis Campaign. This request was not granted.
7. Motion made and passed that Building Inspector be authorized to notify the Eastern Shore Public Service Company to install one 100 c.p. light on Lake Street, with a cost to the City of \$13.00 per year.
8. Motion made and passed that Building Inspector be authorized to notify the Eastern Shore Public Service Company to install two 100 c.p. street lights on Poles 515-B and 514-J on River Road, between Penn Avenue and Monticello Avenue, with a cost to the City of \$39.81 per year.
9. The City Engineer presented bids on concrete and terra cotta pipe for use in the construction of storm water drains under WPA Project No. 28. The following bids were received:

<u>Name of Bidder</u>	<u>Address</u>	<u>Total Bid</u>	<u>Discount</u>
Midatlantic Conc Pipe	Dover, Delaware	\$634.00	--
Pocahontas Coal Co.	Salisbury, Md.	853.95	1% - 10 days

Note: Bid submitted by Midatlantic Concrete & Products Company was on CONCRETE pipe. Bid submitted from Pocahontas Coal Company was on TERRA COTTA pipe.

10. Motion made and passed that City Engineer be authorized to purchase pipe from the lowest bidder, Midatlantic Concrete & Products Company of Dover, Delaware, for the sum of \$634.00, delivered to Willow Street Storage Yard.

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11. Motion made and passed that City Solicitor be authorized to prepare an agreement permitting the Contractor for the Atlantic Refining Company to temporarily place on City's Property on Mill Street, steel piling, tie-rods, et cetera, for use on the construction of a new bulkhead abutting the property of the Atlantic Refining Company on Mill Street.
12. Motion made and passed that six months' report covering operations of the Water and Sewer Department, as submitted by the City Engineer, be received and filed.
13. Motion made and passed that Ordinance No. 403, providing for the curbing and guttering of both sides of Parkway Drive, between E. Pinehurst Avenue and E. College Avenue, in the City of Salisbury, Maryland, and providing for the method of paying the cost thereof, be passed for final reading.
14. Motion made and passed that letter from Mr. H. Lay Phillips be received and become a part of these minutes.
15. Motion made and passed that City Engineer be authorized to receive a bid on a station wagon for use in Engineering Department.
16. Motion made and passed that City Solicitor be authorized to prepare an ordinance changing the name of ASH STREET to ASHYLON AVENUE in accordance with petition dated January 9, 1940 submitted by several property owners.
17. Motion made and passed that Voucher Nos. 12,710 to 12,738, inclusive, be approved for payment.

There being no further business, meeting adjourned at 10:00 P.M.

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk



Phillips Brothers
PACKERS OF

WILLOW BROOK FARMS

TOMATO PRODUCTS

SALISBURY, MARYLAND

January 18, 1940

The Mayor & City Council of Salisbury,
Salisbury,
Maryland.

Gentlemen:

Thanks very much for your letter of
the 17th congratulating me on my appointment
to the Board of County Commissioners of
Wicomico County.

I will be very glad to cooperate in
any way possible with the Mayor and City
Council of Salisbury to serve the best
interest of the citizens of Salisbury
and Wicomico County.

Yours very truly,

H. Lay Phillips

H. Lay Phillips

HLP:LMH

EASTERN SHORE PUBLIC SERVICE COMPANY

GENERAL OFFICES

SALISBURY, MARYLAND



January 22, 1940

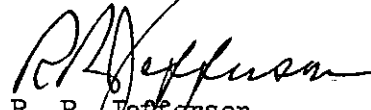
The Mayor & City Council
Salisbury
Maryland

Attention: Mr. Harry Hastings

Gentlemen:

This is to advise that a street light to be placed on our pole #SL - 8 in front of the Colored School on Lake Street will cost \$13.00 per year for one 100 C. P. light with no circuit charge.

Very truly yours,


R. R. Jefferson
District Manager

rrj/sem

EASTERN SHORE PUBLIC SERVICE COMPANY

GENERAL OFFICES

SALISBURY, MARYLAND



January 22, 1940

The Mayor & City Council
Salisbury -
Maryland

Attention: Mr. Harry Hastings

Gentlemen:

This is to advise that two 100 C. P. street
lights on poles #515B and 514J on River Road between
Pennsylvania and Monticello Avenue will cost as follows:

2 - 100 C. P. street lights @ \$13.00 per year	\$26.00
727 feet of overhead circuit @ \$.019	<u>13.81</u>
	\$39.81

1990/8 each

Very truly yours,


R. R. Jefferson
District Manager

rrj/sem

CITY HALL, SALISBURY, MARYLAND - JANUARY 29, 1940

The Mayor Council of Salisbury met in regular session at the City Hall on Monday, January 29, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, Werner T. Gardner, Hilary M. Taylor, William W. Dixon and Eugene M. Messick.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Messrs. R. B. Sheridan, Tracy Holland and Henry S. Todd, Jr., appeared before the Mayor and Council and presented a petition signed by several property owners in the vicinity of North Salisbury requesting the continuation of Lakeside Road across the B and E Railroad property and the Oaks Development Company to the intersection of Mill and Isabella Streets.

Motion made and passed that the City Engineer be authorized to prepare cost estimates for the proposed continuation of Lakeside Road across the B and E Railroad property and the Oaks Development Company to the intersection of Mill and Isabella Streets.

3. Motion made and passed that Chief Holland's weekly report be received and filed.
4. Motion made and passed that Parking Ticket No. 3567 be excused.
5. Mr. Moore of the American Automobile Association appeared before the Mayor and Council and offered the records of the AAA for the registration of bicycles.
6. Messrs. White and Tilghman appeared before the Mayor and Council requesting the City to provide a snow slide in Municipal Park.

Motion made and passed that the City Engineer be authorized to construct an arrangement so as to provide for snow sliding in the Park.

7. Motion made and passed that Ordinance No. 404, changing the name of Ash Street, running from N. Division Street to an Easterly direction to Elm Street, in the City of Salisbury, Maryland, to ASHYLON AVENUE, be read, posted, and passed for first reading.
8. The City Engineer presented a report of activities in connection with the removal of snow.
9. Motion made and passed that resolution thanking employees of the Street Water, Sewer, Engineering/^{Police} and Garbage Departments, for work done in removing snow, be attached to these minutes.
10. Motion made and passed that City Treasurer be authorized to pay a bonus of Five Dollars (\$5.00) to each member of the Department of Public Works and the Water Department, who helped in the removal of snow on Sunday, January 28, 1940.
11. Motion made and passed that City Engineer be authorized to use all Wicomico County Prison Labor in the removal of snow on the City streets. This would be at a cost of twenty cents (\$0.20) per person per day.

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12. Motion made and passed that Chief Holland be authorized to have repairs made to the Police Patrol Car which he deems necessary.
13. Motion made and passed that Vouchers 12,739 to 12,763, inclusive, be approved for payment.

There being no further business, meeting adjourned at 10:30 P.M.

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk



MAYOR
ARTHUR W. BOYCE
CITY ENGINEER
CLARKE GARDNER
CITY SOLICITOR
CHARLES J. POTTS
CLERK-TREASURER
J. R. LAWS

MEMBERS OF COUNCIL
I. VIRGIL HITCHENS, PRESIDENT
HILARY M. TAYLOR
WERNER T. GARDNER
WILLIAM W. DIXON
EUGENE M. MESSICK

MARYLAND

R E S O L U T I O N

BE IT RESOLVED by The Mayor and Council of Salisbury that each and every Employee of the Department of Public Works (Divisions of Street, Engineering, Water, Sewer, Maintenance and Garbage Collection), together with the Police Department, be given a vote of thanks for their splendid cooperation and team work in removing snow from the streets and thoroughfares of Salisbury, which made it possible to afford every means of protection to life and property of the citizens of Salisbury.

BE IT FURTHER RESOLVED that a copy of this resolution be spread upon the official minutes of the Mayor and Council of Salisbury and copies posted on the bulletin boards of each and every department affected.

APPROVED, this twenty-ninth day of January
in the year Nineteen Hundred Forty,

THE MAYOR AND COUNCIL OF SALISBURY,

L. Thomas Parker, Jr.
L. Thomas Parker, Jr., Deputy Clerk



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

MARYLAND

January 29, 1940

The Mayor and Council of Salisbury
Salisbury, Maryland

Gentlemen:

On Wednesday, January 24, the employees of the Department of Public Works (Divisions of Street, Water, Sewer, Maintenance, Engineering and Garbage Collection) were coordinated as a single unit to assist in the removal of snow from the streets within the corporate limits of Salisbury.

Handicapped by the lack of snow removal equipment, the City's motor grader was used as a snow plow for a period of 132 consecutive hours (from January 24 to the 28th, inclusive) and was successful in opening approximately 51 miles of streets.

In the downtown areas, over 3½ million gallons of water were used in removing snow from several streets. Another group was dispatched to remove the large banks of snow from around fire hydrants so that the Members of the Salisbury Fire Department could render every possible service in the event of a fire. Combined with these various activities, another section--composed of truck units--made tracks in several narrow streets and alleys, where it was impractical to use the motor grader, in order to expedite the delivery of food and fuel.

Other additional service rendered included the use of the old fire truck in assisting stalled automobiles and trucks so as to provide a freer movement of vehicular traffic.

Approximately 500 telephone calls, requesting information on streets and garbage collection, were handled by the Engineering Division.

It was impossible to maintain the regular garbage collection schedule due to the snow drifts; however, it appears as if this Division will resume their normal operating schedule within a few days.

Ice conditions on various sidewalks and streets were combated through the application of rock salt.

Additional expenses, over and above the City's normal operating cost, are as follows:

The Mayor and Council of Salisbury
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8 tons of salt	\$115.50	
4 sets of truck & tractor chains ..	91.32	
Shovels and boots	37.84	
Gasoline and oil	62.20	
8 trucks (77½ hours)	60.15	
Coffee and sandwiches	15.16	
Water pumpage (3½ million gallons) ..	<u>350.00</u>	
Total		\$732.17

732.17
350
382.17

In conclusion, I wish to express my appreciation for the splendid service rendered by the employees of the Street, Water, Sewer, Maintenance, Engineering and Garbage Collection Divisions. The co-ordination and team-work made it possible to afford every means for the protection of life and property. These men gave unselfishly of their time and efforts to combat one of the worst blizzards in the history of our City. I, personally, consider it a privilege and a pleasure to supervise such a group of men who, through their willingness and cooperation, accomplished tasks which seemed almost impossible. Men employed for this type of service very seldom receive public acknowledgment and under the circumstances, I recommend that the Mayor and Council prepare a resolution thanking each and every employee who participated in this emergency.

Respectfully submitted,

CG vg

City Engineer

Salisbury, Maryland

Date Feb 5th 1940

Mr. President and Members of the Council:

At the outset I will state that I am thoroughly in favor of an adequate merit and pension system to protect the jobs and salaries of all City employees, but I do not believe that this proposed measure is designed to protect any jobs but those of several politicians and one appointed official, all in our midst.

I want to object to the payment of any sum of money to the agency that drafted this so-called merit system until its representatives come back to Salisbury and establish a plan that will absolutely protect the jobs of the City's employees and not leave them to the mercy of any one official.

The more study I expend upon this so-called merit system the more thoroughly I am convinced that it is merely a subterfuge to set up a political machine at the financial expense of our taxpayers and at the sacrifice of all liberties on the part of those who work for the City of Salisbury.

Until a merit plan is introduced which will protect the jobs and wages of all classes of employees, I shall oppose the passage of this ordinance under the incorrect name of a merit and pension system.

I ask that a copy of this statement be spread upon the minutes of this meeting.

Respectfully submitted,

Arthur W. Boyce
Arthur W. Boyce, Mayor

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, February 4, 1940, at 7:30 P.M. with the following present Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, Werner T. Gardner, Hilary M. Taylor, William W. Dixon and Eugene M. Messick.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Messrs. Alfred T. Truitt and Ralph H. Grier, representing the Salisbury By-Pass Committee, appeared before the Mayor and Council and explained some difficulties encountered in obtaining a few of the rights of way on the proposed extension of the Salisbury By-Pass.
3. Motion made and passed that Parking Ticket No.3682 be excused.
4. Mr. G. Murray Phillips, representing the Salisbury Lion's Club, appeared before the Mayor and Council requested that the City make arrangements for all of its departments to have their pictures taken.
5. Motion made and passed that Building Inspector's report for January be received and filed.
6. Motion made and passed that Chief Holland's monthly report of January and report for week ending February 4, be received and filed.
7. Chief Holland presented a recommendation for three (3) 8-hour shifts for the Police Department. Motion made and passed that Chief Holland's recommendation be received and a committee, composed of W. T. Gardner, W. W. Dixon and H. M. Taylor, be appointed to make a study of the Chief's recommendations and render a report to the Council.
8. Motion made and passed that Heads of all Departments be notified to submit their budget for the fiscal year 1940/1941 to the Mayor and Council on or before February 19, 1940.
9. Motion made and passed that City Engineer be authorized to request the W.P.A. to amend the existing "white collared" project so as to include a study of house numbering.
10. Motion made and passed that City Treasurer be authorized to prepare a voucher in the amount of \$65.00 payable to E. Wilson Booth for refund of sewer deposit for Lot No. 73 in Clairmont village in accordance with agreements dated March 29 and March 31, 1939.
11. In executive session with the Mayor and Council, the Engineer presented information and data regarding a proposed colored playground.
12. Motion made and passed that City Engineer be authorized to proceed with repair of bridges and the dredging of lake in Municipal Park under Sponsor's WPA proposal No. 31-1.

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13. Motion made and passed that Ordinance No. 404, changing the name of Ash Street, running from N. Division Street to an Easterly direction to Elm Street, in the City of Salisbury, Maryland, to ASHYLON AVENUE, be passed for final reading
14. Motion made and passed that Vouchers 12,764 to 12,820, inclusive , be approved for payment.

There being no further business, meeting adjourned at 11:00 P.M.

I. Virgil Hitchens, President

L. Thos. Parker, Jr. Deputy
Clerk



City of Salisbury

MARYLAND

February 1, 1940

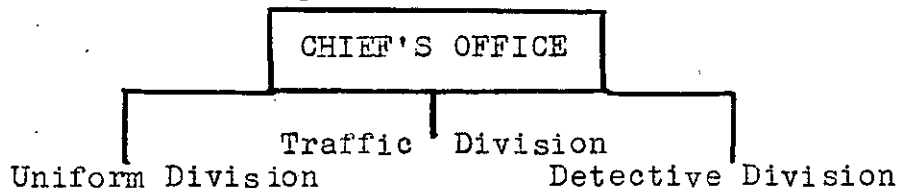
TO: The Mayor and Council of Salisbury, Maryland
City Hall
Salisbury, Maryland

SUBJECT: Reorganizing the Police Department of the City of
Salisbury, Maryland.

1. I hereby submit to you an outline to reorganize the Police Department of the City of Salisbury, which I believe will bring about better working conditions with the officers and thereby a greater benefit to the general public.

2. Have a three shift day in place of a two shift day which they are now working. On our present set-up each man works a twelve hour shift. If he is on the night shift, he must be to work by 6:00 P.M. and work until 6:00 A.M. the following day. If he has any cases in court, he must be there either at 10:00 A.M. or 2:00 P.M. In either event this will consume an average of two hours. The officer has then put in fourteen hours, which leaves him only ten hours to eat, sleep and attend to any personal matters which he may have to look after; therefore, giving him a very small percentage of the day for any sort of recreation. This, no doubt, will cause a man not to be as polite and courteous to the general public as he should be. If he was working a shorter day the City could expect considerable more from each and everyone than they can expect to get from a man working a longer day.

3. Here is, also for your consideration, a diagram as to the set-up of the Police Department:



Under this outline the clerks and records, such as calls, complaints, etc. will be handled through the Chief's Office. A man on each shift would be placed in charge of the Uniform Patrol, responsible to the Chief of Police. The Traffic Division would come under the man in charge of the day shift. The Detective Division to come directly under charge of the Chief's Office.

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4. Under our present set-up we have men shifting from night to day and shifting from one beat to another. There are often times when certain questions come up regarding this. Whenever an officer is asked why this or that is done, there is generally a come-back, saying that "the officer who worked here last week did not bother them so why should I," which you can see causes more or less confusion. Under a set-up which I have outlined to you I believe that everyone concerned will be greatly benefitted. In setting up the different shifts you could give the older men the preference on whichever shift they want to work, which they would be entitled to as long as they could and would fill that particular position. Naturally, if he became indifferent about his work and another man showed that he could fill that position better, he should have the opportunity to move up. This, no doubt, would give a man more encouragement and make him take more pride in his work.

I ask you to give this your utmost attention and thank you for any consideration that you will give us in this matter.

Respectfully submitted,


N. H. Holland,
Chief of Police

NHH:n

CITY HALL, SALISBURY, MARYLAND - FEBRUARY 12, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, February 12, 1940, at 7:30 P.M. with the following present: Councilmen I. Virgil Hitchens, Werner T. Gardner, Hilary M. Taylor, William W. Dixon and Eugene M. Messick. Mayor Arthur W. Boyce was absent.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Messrs. Harold Ingersoll and Joseph Brown, representing the Salisbury Fire Departments, Nos. 1 and 2, appeared before the Mayor and Council requesting them to include the custodians of Fire Houses 1 and 2 under the Pension and Merit System of the City of Salisbury.
3. Motion made and passed that Chief Holland's weekly report be received and filed.
4. Motion made and passed that Parking Ticket Nos. 3598, 3345, 3470, 3681 and 3458 be excused.
5. At 8:00 P.M. the City Engineer presented sealed bids on a station wagon to be used in the Engineering Department. The following bids were received:

<u>Name of Bidder</u>	<u>Bid Basis</u>	<u>Make</u>	<u>Total Bid</u>
Mills and Smith	BASE	Plymouth	\$820.00
Oliphant Chevrolet Sales	"	Chevrolet	755.00
" " "	ALTERNATE	"	655.00
Powell Motor Company	BASE	Pontiac	722.00
Cavanaugh Motors, Inc.	BASE	Ford	735.00
" " "	ALTERNATE	Ford	806.00
Brittingham & Edwards	BASE	Plymouth	798.75

Note: BASE BID represents Standard Equipment; ALTERNATE BID represents De Luxe Equipment.

All prices are net and include trade-in allowance on old Plymouth Coupe.

Motion made and passed that all bids be held for future consideration.

6. Mr. Richard Phillips appeared before the Mayor and Council requesting information on the possibility of obtaining curbing and guttering, and surfacing, on Phillips Avenue and Saratoga Street.
7. Motion made and passed that City Solicitor be authorized to prepare an agreement with the Citizens Gas Company regarding the construction of a 4-inch gas main on Isabella Street, between Johnson's Pond and Delaware Avenue; also, on Delaware Avenue, between Isabella Street and Main Street.
8. Motion made and passed that City Engineer be authorized to purchase 10,000 gallons of Maryland "G" Asphalt from the Standard Oil Company of Salisbury at the rate of \$0.067, subject to a discount of two per cent (2%) for payment within ten days. The above price to include prepayment of freight to Mill Street Siding.

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February 12, 1940

9. The City Engineer presented a letter from the Larmar Corporation in which a request was made for water and sewer to serve eight (8) homes to be built on the North side of Booth Street, between Lake Street and Delaware Avenue.

Motion made and passed that City Engineer prepare cost estimates and present same to the City Council.

10. The City Engineer presented letter from the Larmar Corporation in which a request was made to the City for furnishing the necessary grades in order to fill a section of Cranberry Bog for a future development of 150 homes for the colored population.

Motion made and passed that the City Engineer be authorized to prepare cost estimates on water, sewer and street construction and submit same to the Mayor and Council for their consideration.

11. Motion made and passed that Plumbing Inspector's report for the month of January be received and filed.

12. The City Engineer presented cost estimates on storm water drainage for: (a) alley, running from North Boulevard to Middle Boulevard, West from Smith Street; (b) alley, running from Smith Street in a Westerly direction towards Camden Avenue.

The material cost under (a) amounts to \$205.00 and under (b), \$271.00.

Motion made and passed that City Engineer be authorized to construct storm water drainage facilities under (a) amounting to \$205.00 for materials providing the property owners abutting the alley deposit the funds prior to construction and, further, providing this project can be designated as a portion of the City/WPA Water and Sewer Project.

13. The City Engineer presented a verbal report on the condition of streets in which twenty-eight (28) streets were listed for repairs and the City's cost would be approximately \$10,000 for materials only.

14. Messrs. Alfred T. Truitt, Wade H. Insley and Ralph Grier were appointed a Committee to ascertain the cost of the proposed extension of Lakeside Road, from its present terminus to Mill Street and Isabella Street, across the Oaks Development Company and B and E right of way.

15. Motion made and passed that a special meeting be held on Wednesday, February 14, for the purpose of reviewing ordinance for proposed Merit System for the city employees of Salisbury, Maryland.

16. Motion made and passed that Vouchers 12,821 to 12,894, inclusive, be approved for payment.

There being no further business, meeting adjourned at 10:30 P.M.

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk

CITY HALL, SALISBURY, MARYLAND -- FEBRUARY 14, 1940

The Mayor and Council of Salisbury met in special session at the City Hall on Wednesday, February 14, 1940, at 8:00 P.M. with the following present: Councilmen I. Virgil Hitchens, Werner T. Gardner, William W. Dixon, and Eugene M. Messick. Mayor Arthur W. Boyce and Councilman Hilary M. Taylor were absent. Chief N. H. Holland, Deputy Clerk L. Thomas Parker, Jr., City Solicitor Charles J. Potts and City Engineer Clarke Gardner, were also present:

The purpose of this meeting was to discuss the proposed ordinance as prepared by the Public Administration Service governing the adoption of a Merit System for the employees of the City of Salisbury.

Councilman Werner T. Gardner read the ordinance in its entirety and after a discussion, motion made and passed that City Solicitor be authorized to revise this ~~ordinance~~ as per the recommendations made at this meeting; and a copy of the revised ordinance as prepared by the City Solicitor be attached to these minutes.

There being no further business, meeting adjourned at 10:00 P.M.

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk

Manning

AN ORDINANCE ADOPTING A MERIT SYSTEM
FOR THE CITY OF SALISBURY, MARYLAND.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF SALISBURY, MARYLAND:

Section 1. Purpose. The purpose of this ordinance is to establish a Civil Service Commission; to provide for the classification of municipal officials and employees upon the basis of duties, responsibilities, and qualifications; to provide for their appointment, promotion, and transfer on the basis of merit and fitness; to provide for the standardization of salaries and wages; to provide for the handling of personnel matters according to established and uniform procedures; and to establish procedures for the separation of classified employees.

Section 2. Definition of Terms. The following terms when used in this ordinance shall have the following meanings unless the context clearly indicates otherwise:

- (1) Commission means the Civil Service Commission provided by this ordinance.
- (2) Personnel Officer means the executive official of the Civil Service Commission provided by this ordinance.
- (3) Position means any office and place of employment where the duties and responsibilities appertaining thereto are exercised by one person.
- (4) Classification means the process of analyzing the duties and responsibilities of positions and then grouping positions which are substantially similar in these respects into classes.
- (5) Class of Positions means a group of one or more positions sufficiently similar with respect to duties and responsibilities so that a common class title may be assigned to the class, the same minimum qualifications of experience and training may be required of all candidates for entrance to competition, and the same examination may be given to all persons seeking appointment to a position in the class.
- (6) Salary Plan means the schedules of pay ranges for each class of positions in the municipal service.
- (7) Original Entrance List means a list of the names of persons not holding positions in the classified service who have qualified for employment.

through competitive examinations. Such names are arranged in the order of final examination ratings.

- (8) Promotional List means a list of the names of persons already employed in the municipal service who are eligible for appointment to a higher class or position.
- (9) Reemployment List means a list of the names of persons arranged in the order provided by rule who have resigned or who have been separated from the municipal service through no fault of their own and who seek reinstatement to a position.
- (10) Eligible means a person whose name is on an original entrance, promotional, or reemployment list for a specified class.
- (11) Appointing Authority means the person or group of persons having the power by virtue of lawfully delegated authority to make appointments.
- (12) Probationary Period means a working test during which the departmental head is required to observe the work and conduct of all new employees and determine whether they merit permanent employment.
- (13) Demotion means a change from a position in one class to a position in another class when the latter class has a substantially lower maximum rate of pay than the former.
- (14) Promotion means a change from a position in one class to a position in another when the latter class has a substantially higher maximum rate of pay than the former.
- (15) Lay-offs means the termination of the services of civil service employees because of lack of work or funds for salaries and wages.
- (16) Gender and Number. The masculine noun or pronoun as used in this ordinance shall be held to include the feminine, the singular shall be held to include the plural, and the plural the singular.

Section 3. Classified and Unclassified Service. The classified service shall consist of all positions in the municipal service except those herein designated as being in the unclassified service. The unclassified service shall comprise the following positions:

- (1) Officers elected by popular vote and persons appointed to fill vacancies in elective offices.
- (2) Members of part-time boards and commissions.
- (3) The City Solicitor.
- (4) The City Health Officer.
- (5) The City Clerk-Treasurer.
- (6) Harbor Master.
- (7) Positions on the City payroll not subject to appointment and removal by an appointing authority of the City of Salisbury. Specifically this category includes all members, and officers of the Salisbury Fire Department, Inc. If the City of Salisbury makes such positions subject to appointment and removal by the lawful appointing authorities of the municipal government, they shall be included within the classified service under such terms and conditions as recommended by the Commission and approved by the Mayor and Council.

Section 4. Civil Service Commission.

- (1) Creation. There is hereby established a Civil Service Commission of three members.
- (2) Qualifications. The members of the Civil Service Commission shall be citizens of the City of Salisbury who are in sympathy with the merit system in public service. No person shall be eligible to be a member of such Commission if he is a member of any local, state, or national political party committee, or is a candidate for or holds any elective public office, or if he has at any time within one year immediately preceding the date of appointment to such Commission been a member of any such committee or been a candidate for or held any such public office.
- (3) Appointment. Within thirty days after this ordinance takes effect, a committee composed of the Mayor and Council shall appoint by a majority vote one member of the Commission for a term of six years, one member for a term of four years, and one member for a term of two years. Thereafter original appointments shall be for six year terms. Any person appointed to fill a vacancy occurring prior to the expiration

of the term of a Commissioner shall be appointed for the remainder of the term. Members of the Commission may be re-appointed upon the expiration of their terms. The Mayor and Council shall appropriate annually a sum sufficient to meet the expenses of the Commission, but members of the Commission shall receive no compensation for their services.

- (4) Organization. The members of the Civil Service Commission shall meet and organize as a Commission within fifteen (15) days after their appointment. The Commission shall elect its own chairman and determine the order of business for the conduct of its meetings. Meetings may be called by the chairman or by any other member, providing reasonable advance notice is given. The Commission shall meet at least once every ninety days. Two members of the Commission shall constitute a quorum for the transaction of official business.

- (5) Duties. The duties of the Commission shall be as follows:

- (a) To present to the Mayor and Council such rules as it may deem necessary for the administration of this ordinance. Such rules and regulations shall have no effect until duly adopted by ordinance by the Mayor and Council.
- (b) To hear appeals on disciplinary cases as later specified in this ordinance.
- (c) To make investigations either on complaint or on its own motion concerning any matters touching the administration of this ordinance, and otherwise represent the public interest in the improvement of municipal personnel administration and the protection of the merit principle.
- (d) To adopt a classification plan.
- (e) To make an annual report to the Mayor and Council on its activities, together with recommendations for improvement of the Merit System; and to make any special studies or reports requested by the Mayor and Council.

- (f) To recommend to the Mayor and Council a retirement plan for municipal employees. No retirement plan recommended by the Commission or adopted by the Mayor and Council shall be open to other than regular, full-time officers and employees of the City of Salisbury who are subject to appointment and removal by an appointing authority of the City of Salisbury. Only those employees who have met the qualifications for eligibility in the retirement plan and who have been retained or appointed as municipal employees shall be entitled to pension benefits. However, nothing in this ordinance shall prevent the Commission from recommending or the Mayor and Council from providing for participation in a state retirement system for public employees.

Section 3. Personnel Officer. The City Engineer shall be ex-officio secretary of the Commission and Personnel Officer of the merit system. It shall be his duty:

- (1) To attend all meetings of the Commission and maintain a record of its official proceedings.
- (2) To prepare and recommend rules after consultation with the various departmental heads governing the execution of the provisions of this ordinance to the Commission for consideration and submission to the Mayor and Council. Such rules shall relate to the following matters:
 - (a) Preparation, installation, and maintenance of a position classification plan covering all positions in the classified service.
 - (b) Establishment of procedures governing the public announcement of vacancies, applications for employment, and competitive examinations to test the relative qualifications of applicants.
 - (c) Establishment of original entrance, promotional, and reemployment lists containing the names of eligibles; and certification and appointment of eligibles to fill vacancies.
 - (d) Provision for a probationary period.
 - (e) In-service activities, such as promotion, demotion, and transfer of classified employees; standardization of hours of work, and attendance and leave regulations; establishment, installation, and

maintenance of a system of service ratings covering the performance of employees; establishment, installation, and maintenance of employee training, health, safety, recreation, and welfare programs.

(f) Termination of the services of employees, including lay-offs due to lack of work or funds, suspension for disciplinary purposes, and dismissals for just causes.

(g) Preparation, installation, and maintenance of necessary personnel records and forms.

(3) To prepare and recommend a salary plan to the Mayor and Council, together with regulations for the administration of such plan. When adopted by the Mayor and Council the plan shall constitute the official salary schedule for positions in the municipal service.

(4) To perform such acts as are required to administer the provisions of this ordinance, and to execute such regulations as are adopted by the Commission and approved by the Mayor and Council.

Section 6. Status of Present Employees. Any person holding a position in the classified service when this ordinance takes effect and who shall have served in such position for a period of at least twelve consecutive months prior to the effective date of this ordinance shall be retained without preliminary or performance tests and shall thereafter be subject in all other respects to the provisions of this ordinance. Any other persons holding positions in the classified service at the time this ordinance takes effect shall be considered as having been given probationary appointments as defined in the rule relating to the subject.

Section 7. Provisional Appointments.

(1) If necessary to prevent the stoppage of public business or inconvenience to the public, but not otherwise, the Commission may approve provisional appointments of persons not on an eligible list in the event that no appropriate eligible list has been prepared for the position or that those on the eligible list are not immediately available. Such provisional appointments shall not continue for a longer period than three months, and no persons shall be eligible to serve as a provisional appointee in any one or more positions for more than an aggregate

period of three months in any one calendar year. No credit shall be allowed in the giving of examinations for service rendered under a provisional appointment.

- (2) All persons employed on special construction projects shall be exempt from the provisions of this ordinance. The intent of this section is to provide flexibility of operations in the temporary employment of key men on City/EPA projects or force account work when the number of key men needed are increased or decreased in proportion to the quantity of laborers furnished in order to expedite and successfully complete in a satisfactory manner any specific construction project authorized by the Mayor and Council.
- (3) Until such time as the charter restriction on the number of Police Department employees shall be removed or modified, the employees of the department holding thirty-day appointments shall be exempted from the provisions of this section which establishes a limit of three months for provisional appointments. It is declared to be the policy of the Mayor and Council to subject such temporary employees of the Police Department to the conditions and provisions of this ordinance.

Section 5. Suspension, ~~and~~ Demotion, and Dismissal.

- (1) Any official or employee in the classified service who has completed the probationary period or is in the "present employee status" noted under Section 6 of this ordinance may be dismissed from service subject to the following conditions:
 - (a) The appointing authority must file with the Commission a written notice containing charges and stating reasons for dismissal, at least twenty calendar days prior to effective date the appointing authority desires to terminate the services of an employee or official.
 - (b) A copy of the appointing authorities' written notice must be sent simultaneously by registered mail to the employee or official at his usual place of residence.

- (c) The Commission on receiving such written notice shall set a date for a hearing or investigation and notify the appointing authority and employee or official involved by registered mail. The date set by the Commission shall not be more than ten calendar days after date of written notice filed with the Commission by the appointing authority.
- (d) The employee or official to whom written notice containing charges has been served shall have full opportunity to be heard and shall be entitled to a public hearing if such a hearing is requested by him.
- (e) The Commission may at the request of the Appointing Authority or the employee or official involved, call other persons to ascertain the facts and make any further investigation it deems proper.
- (f) The Commission shall spread in its official minutes the facts contained in the written notice of charges preferred by the Appointing Authority, its findings and facts in minute detail resulting from the investigation and hearing thereof, and its recommendations concerning the disposition of the case, and shall transmit a copy of such report to the Appointing Authority who filed with the written notice containing the charges.
- (g) Within five calendar days after receiving the Commission's Report, the Appointing Authority shall submit in writing to the Commission his final decision concerning the disposition of the case.
- (h) If the Commission and the Appointing Authority concur in their recommendation for dismissal of an employee or official, the Appointing Authority shall terminate the services of the employee or official on the effective date of dismissal as stated in the written notice preferring charges, provided that no action was taken for religious, racial, or political reasons. In the event that the Commission and the Appointing Authority do not concur in their recommendation for dismissal of an employee or official, the decision of the Commission shall be final provided that his retention is not for religious, racial or political reasons.

(2) Any official or employee in the classified service who has completed the probationary period or is in the "present employee status" may be suspended or demoted, by an appointing authority for just cause. A written notice of the suspension or demotion, stating the reason therefor and when it is effective, shall be given to such official or employee or sent by registered letter to his usual place of residence at least seven calendar days prior to the effective date of notice. A copy of such notice of suspension or demotion shall immediately be filed with the Commission. Within five business days after the delivery or mailing to him of such written notice, any official or employee so demoted or suspended may appeal in writing to the Commission for a hearing. The Commission, on receiving such notice of appeal, shall set a date for a hearing or an investigation of the reasons for demotion or suspension, which date shall not be more than fifteen days after the effective date of such demotion or suspension. Notice of the time and place of such hearing or investigation shall be served upon the official or employee appealing, by registered mail, at least five business days before the date of the hearing. Notice shall also be given the appointing authority making the demotion or suspension. The official or employee appealing shall have full opportunity to be heard. The Commission may, at the request of the appointing authority ordering the demotion or suspension, or of the official or employee whose demotion or suspension has been ordered, call other persons to ascertain the facts and make any further investigation which it thinks proper. The Commission shall spread in its official minutes the facts contained in the appeal, its findings of facts resulting from the investigation and hearing thereof, and its recommendations concerning disposition of the appeal, and shall transmit a copy of such minute entry to the appointing authority ordering the demotion or suspension. Within ten days thereafter the appointing authority shall submit in writing to the Commission his final decision concerning the disposition of the case. The Commission may reinstate an employee to the status he held immediately prior to the proceeding which caused the official

or employee to appeal only in case it appears after a proper investigation that the action was taken for religious, racial, or political reasons. In all other cases the decision of the appointing authority shall be final.

(3) The Commission shall entertain no appeal from an employee dismissed or suspended by an appointing authority before the completion of the employee's probationary period.

(4) Any charges against a municipal employee in the classified service filed with the Council by a citizen, official, or employee of the City of Salisbury shall be referred by the Council to the Commission for hearing in accordance with the provisions of this section.

Section 9. Political Activity. No person holding a position in the classified service shall seek or accept election, nomination, or appointment as an officer of a political club or organization; or serve as a member of a committee of such club or organization; or take an active part in a state, county, or municipal political campaign; or seek signatures to any petition provided for by any law; or act as a worker at the polls; or distribute badges, pamphlets, posters or handbills favoring or opposing any candidate for election or nomination to a public office, whether state, county, or municipal; provided, however, that nothing in this ordinance shall be construed to prevent any such official or employee from becoming or continuing to be a member of a political club or organization, or from attendance at a political meeting, or from enjoying entire freedom from all interference in casting his vote. The announcement by a person in the classified service of his candidacy for nomination or election to a state, county, or municipal office shall be considered a resignation from the municipal service.

Section 10. Assistance of State Commissioner of Employment and Registration. In the administration of this ordinance, the Personnel Officer may request and utilize the assistance of the State Commissioner of Employment and Registration as provided for in the Maryland Merit System Act.

Section 11. Penalties. Any person who by himself or with others willfully or corruptly violates any of the provisions of this ordinance shall be guilty of a misdemeanor and shall upon conviction thereof be punished by fine of not less than ten dollars (\$10.00) or more than one hundred dollars

(\$100.00). Any person who is convicted under the provisions of this ordinance shall be for a period of five years ineligible for appointment to or employment in positions in the classified service and shall, if he be an official or employee of the City, immediately forfeit the office or position he holds.

Section 12. Validity. Should any section, paragraph, sentence, clause, or phrase of this ordinance be declared unconstitutional or invalid for any reason, the remainder of this ordinance shall not be affected thereby.

Section 13. Repeal. All ordinances or parts of ordinances, in conflict herewith, are hereby repealed.

Section 14. AND BE IT FURTHER ENACTED AND ORDAINED, by the Mayor and Council of Salisbury that this ordinance shall take effect from and after the date of its final passage.

The above ordinance was introduced and read to the Council at its meeting held on the day of February, 1940, and finally passed at its meeting on the day of , 1940, having been printed in a newspaper published in the City of Salisbury, Maryland, and posted as required by law in the meantime.

President of the Council.

Approved by me this day of , A.D. 1940.

Mayor.

CITY HALL, SALISBURY, MARYLAND - FEBRUARY 19, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, February 19, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, Werner T. Gardner, Hilary M. Taylor, William W. Dixon and Eugene M. Messick.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Motion made and passed that Parking Ticket Nos. 3778, 3721, 3783 and 3822, be excused.
3. Captain and Mrs. Horstemeyer, representing the Salvation Army, appeared before the Mayor and Council and explained they were taking Adjutant Woodall's place in Salisbury and would appreciate the cooperation of the City Officials in assisting them with their work.
4. Motion made and passed that City Solicitor be authorized to give a legal opinion as to the closing of certain streets in Elmer Williams' sub-division abutting the Pennsylvania Railroad property and running in a southerly direction from Downing Street, as per condemnation proceedings of the Pennsylvania Railroad in the acquisition of an additional parcel of land in this area.
5. Motion made and passed that City Solicitor prepare an ordinance for an amendment to the Plumbing Code regarding plumbing permit fees.
6. Motion made and passed that Gas Permit No. G-117, dated February 19, covering the construction of a 2-inch gas main on Madison Street, between Washington Street and Lincoln Avenue, be granted.
7. Motion made and passed that President of Council and City Clerk be authorized to execute an agreement with the Citizens Gas Company covering the construction of gas mains on Isabella Street, between Johnsons Pond and Delaware Avenue; also, on Delaware Avenue, between W. Isabella Street and W. Main Street.
8. The City Engineer presented a letter from Mr. J. M. Bennett, Superintendent of the Board of Education, under date of February 15, 1940 in which the Board of Education requested the City to make provision for a retaining wall on the South side of Carroll Street abutting the Upton Street School Property.

Motion made and passed that the City Engineer be authorized to reply to letter and request the attitude of the Board as to the possibility of obtaining slope areas and upon receipt of this information, the City Engineer to prepare a sketch together with cost estimates on a proposed retaining wall.
9. Motion made and passed that City Solicitor be authorized to obtain a six months' option on Sheltshorne's Pond for a consideration not to exceed \$100.00.

Minutes of the Mayor & Council Meeting

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February 19, 1940

10. The City Engineer presented a request, together with check, from Colonel Amos W. W. Woodcock for curb, gutter and sidewalk on the East and West sides of River Road, between Virginia Avenue and Pennsylvania Avenue.

Motion made and passed that City Engineer be authorized to proceed with this work and that a City appropriation not exceeding \$125.00 be authorized for the construction of gutters in this area.

11. Motion made and passed that the City Engineer be authorized to purchase twelve feet (12') of 30-inch corrugated pipe to be placed in Mitchell's Pond near the Shipyard. Appropriation authorized, \$30.00.
12. Motion made and passed that Mr. Roland Cahall be granted a sixty (60) day leave of absence without compensation.
13. The City Engineer notified the Mayor and Council that Presidential approval of WPA Project No. 33, covering the construction of water, sewer and storm water drains in Salisbury, had been informally received.
14. The City Engineer presented a letter from the County Commissioners under date of February 19 in which the Commissioners authorized the State Roads Commission to pay to the Mayor and Council the sum of \$3,563.75 from the Lateral Road Gasoline Tax for use in street maintenance in Salisbury.
15. Motion made and passed that Voucher Nos. 12,895 to 12,926, inclusive, be approved for payment.

There being no further business, meeting adjourned at 11:30 P.M.

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk

CITY HALL, SALISBURY, MARYLAND - FEBRUARY 26, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, February 26, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, Werner T. Gardner, Hilary M. Taylor, William W. Dixon and Eugene M. Messick.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Messrs. Richard Phillips, Howard Hitch and C. S. Bridgewater, appeared before the Mayor and Council and presented a petition for the curbing and guttering of Phillips Avenue and Saratoga Street.
3. Messrs. Graham Gunby and Lester Tingle appeared before the Mayor and Council requesting a donation of Five Hundred Dollars (\$500.00) for 1940 Christmas lighting.
4. Motion made and passed that Parking Ticket Numbers 3834, 3869, 3891, 3838, 3792, 3875, 3829, 3868, 3689, and 3856 be excused.
5. Motion made and passed that all persons receiving parking tickets for traffic violations, who believe they have a reasonable excuse, must appear in person before the Mayor and Council at their regular meeting time; and, further, that no tickets presented on behalf of any individual by the Mayor, the Councilmen, the Chief of Police, the Deputy Clerk, or any other city official, will be excused for a traffic violation.
6. The City Engineer presented bids on creosoted timbers for bridge replacements in Municipal Park in conjunction with WPA Proposal No. 30. The following bids were received:

Name of Bidder	Address	Total Bid	Remarks
J. I. Wells Co.	Salisbury, Md.	\$ 989.88	--
Norfolk Creosoting Co.	Norfolk, Va.	848.68	(Bid Incomplete; (did not furnish (bid on all items
Atlantic Creosoting Co.	Philadelphia, Pa.	1,111.66	--

Motion made and passed that City Engineer be authorized to award a contract to J. I. Wells Company of Salisbury, Maryland for furnishing and delivering creosote timber to Municipal Park for a sum not to exceed \$989.88.

7. Motion made and passed that the City Solicitor be authorized to prepare an ordinance for the construction of a fuel oil storage tank on Lake Street abutting the Wicomico River.
8. The City Engineer presented a request from Harvey Derby for sanitary sewer on Allyn Street, which required an extension of 200-feet.

Motion made and passed that City Engineer advise Mr. Derby to the effect that the City would construct the aforesaid sewer if and when funds are available.

Minutes of Mayor & Council Meeting

Page 2

February 26, 1940

9. Motion made and passed that Gas Permit No. G-118, dated February 26, 1940, covering the construction of a 4-inch gas main on the South side of West Isabella Street, from Johnson's Pond to Delaware Street; and on the East side of Delaware Street, from Isabella Street to Main Street; be granted, subject to the provisions of an agreement executed between the Mayor and Council and the Citizens Gas Company.
10. The City Engineer presented a letter from the Keystone Automobile Club under date of February 20, 1940, containing suggestions for making Market Street a One-Way street for South bound traffic.

Motion made and passed that this correspondence be received and held for future consideration.
11. Motion made and passed that certain property owners on Mill Street be notified of a meeting to be held on Wednesday night at 7:30 P.M. regarding proposed widening of Mill Street.
12. Motion made and passed that a special meeting of the Mayor and Council be held on Wednesday, February 28, at 7:30 P.M. for the purpose of discussing City Budget for Fiscal Year beginning October 1, 1940.
13. Motion made and passed that Chief Holland's weekly report be received and filed.
14. Motion made and passed that a committee, composed of W. T. Gardner and Eugene M. Messick, meet with Chief N. H. Holland and arrange for the purchase of uniforms for the Police Department.
15. Motion made and passed that Ordinance No. 405, an ordinance adopting a merit system for the city of Salisbury, Maryland, be read, posted, advertised in its entirety, and passed for first reading.
16. The City Solicitor presented the report from the Commissioners on the closing of Arch Street, as provided for under the provisions of Ordinance No. 402, and the City Clerk was authorized to publish this report and that all persons interested appear before the Mayor and Council on February 26, 1940.
17. Mr. F. L. Insley, Harbor Master, presented a letter to the Mayor and Council in which the War Department advised that dredging operations would be commenced on or about March 16, 1940.
18. Motion made and passed that Vouchers 12,927 to 12,947, inclusive, be approved for payment.

There being no further business, meeting adjourned at 10:00 P.M.

I. Virgil Hitchens, President

L. Thomas Parker, Jr.,
Deputy Clerk

CITY HALL, SALISBURY, MARYLAND - FEBRUARY 28, 1940

The Mayor and Council of Salisbury met in special session at the City Hall on Wednesday, February 28, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, W. T. Gardner, Hilary M. Taylor, William W. Dixon and Eugene M. Messick.

1. The City Engineer presented sealed bids on 250 tons of 3/4-inch gravel, commercial grade, delivered to the Municipal Park, Salisbury, Maryland. The following bids were received:

Pocahontas Coal Co.	Salisbury, Md.	Total Bid:	\$2.40 a ton
The Arundel Corp.	Baltimore, Md.	" "	2.65 " "
The Hannaman-Burroughs Co	Salisbury, Md.	" "	2.50 " "

Motion made and passed that the City Engineer be authorized to purchase from the lowest bidder, Pocahontas Coal Company of Salisbury, 250 tons of gravel delivered to stock pile at Municipal Park for use in curb, gutter and sidewalk construction, at the rate of \$2.40 per ton.

2. The City Engineer presented a sewer application from the Larmar Corporation requesting sanitary facilities on the Salisbury Boulevard, between Vine Street and Wade Street.

Motion made and passed that the City Engineer be authorized to extend a house connection on Vine Street for an approximate distance of twenty feet (20%); and, to notify the Larmar Corporation that the residue of the extension, amounting to approximately 175 feet, would be done at their cost and expense inasmuch as this is on private property.

3. Motion made and passed that City Engineer be authorized to purchase for the Street Department, one (1) - 1½ ton International truck complete with one 2-yard body with hydraulic lift from Donald H. Baysinger for the sum of \$1,194.95, with the understanding that the City will pay at the rate of One Hundred Dollars (\$100.00) a month for seven (7) consecutive months, beginning March 1, and the residue of the payment, amounting to \$494.95, would be paid on or before October 10, 1940. This truck is to replace a 1931 model International, which will be traded in under this arrangement.
4. Messrs. W. T. Holland, of the Pocahontas Coal Company; D. J. Nelson, of Martin & Schwartz Company; Michael Lipman, of the Pennsylvania Railroad Company; appeared before the Mayor and Council regarding the proposed widening of Mill Street, between Isabella Street and Main Street.

After a thorough discussion of the proposed improvements, motion made and passed that the City Engineer be authorized to prepare complete cost estimates and submit same at the next meeting of the Mayor and Council.

There being no further business, meeting adjourned at 10:00 P.M.

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk

CITY HALL, SALISBURY, MARYLAND - MARCH 4, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, March 4, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, Werner T. Gardner, Hilary M. Taylor, William W. Dixon and Eugene M. Messick.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Motion made and passed that City Solicitor be authorized to draw an ordinance for the installation of a dry cleaning plant in the "Flat Iron Building" at the intersection of Broad and Church Streets.
3. Mr. Lloyd Richardson appeared before the Mayor and Council and presented a plat showing sub-division of property along Bennett Avenue and North Park Drive in the Rich-Wil Development Company. This matter was referred to the City Engineer.
4. Motion made and passed that Parking Ticket No. 3749 be excused.
5. Mr. R. G. Evans appeared before the Mayor and Council requesting a building permit to construct an apartment house on Pennsylvania Avenue. This matter was referred to the Building Inspector.
6. Motion made and passed that Chief Holland's weekly report be received and filed.
7. Motion made and passed that Building Inspector's monthly report for February be received and filed.
8. Motion made and passed that Plumbing Inspector's monthly report for February be received and filed.
9. The City Engineer presented a petition from property owners on Glen Avenue requesting the construction of a hard surfaced street on Glen Avenue, from Parkway Avenue to Long Avenue.

Motion made and passed that the City Engineer notify property owners that this work will be undertaken as soon as funds are available.
10. Motion made and passed that City Engineer be authorized to have the Engineering Department's car repaired in order for it to pass inspection for license.
11. Motion made and passed that committee, composed of Councilmen Messick, Taylor and Dixon, appraise the broken terra cotta pipe located at Willow Street Storage Yard for re-sale purposes.
12. The City Engineer presented cost estimates for water, sewer and street base materials on South, Lake, Center, Ford, Garden, Wescott, and Cypress Streets, in Cranberry Village, at the request of the Larmar Corporation. The cost of these improvements was approximated at \$27,000.

Minutes of Mayor & Council Meeting

Page 2

March 4, 1940

13. Mr. George Chandler appeared before the Mayor and Council regarding the construction of approximately fifty (50) houses in certain sections of Cranberry Village and upon motion duly made and passed, the City Engineer was authorized to prepare new estimates covering only those sections of the above named streets where houses are to be built.
14. Mayor Arthur W. Boyce presented the following names for Registrars in the three city election districts:
 - (a) Parsons Election District No. 5
Nellie E. Guthrie
Elmer H. Downs
 - (b) Salisbury Election District No. 9
Mildred W. Tingle
Lee C. Collins
 - (c) Camden District Election No. 13
T. Ray Disharoon
Vaughn T. Gray

Motion made and passed that the Mayor's appointments of Registrars be unanimously confirmed, and a copy of these appointments be attached to these minutes.

15. Motion made and passed that Ordinance No. 406, an ordinance entitled, "Addition to the Plumbing Code of the City of Salisbury, Maryland", to supplement Ordinance No. 332 of the new sub-sections to Section 2 of said ordinance but in no manner otherwise to change said ordinance, be read, posted and passed for first reading.
16. Upon motion of Councilman William W. Dixon, seconded by Councilman W. T. Gardner, ordinance No. 405, an ordinance adopting a merit system for the City of Salisbury, Maryland, be passed for final reading.

At this time in the meeting, President of Council I. Virgil Hitchens asked for a separate vote from each councilman and the following vote was recorded: Councilmen W. T. Gardner, William W. Dixon and I. Virgil Hitchens voted in the affirmative; Councilman Eugene M. Messick voted in the negative; with Councilman Hilary M. Taylor not voting.

17. A committee composed of W. T. Gardner, Hilary M. Taylor and William W. Dixon, submitted their recommendations for a nine-hour shift in the Police Department as per report attached.
18. Motion made and passed that Voucher Nos. 12,948 to 13,014, inclusive, be approved for payment.

There being no further business, meeting adjourned at 11:30 P.M.

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk

March 4, 1940

To-

Mayor and Council
Salisbury, Md.

Your committee finds, and so recommends to the Mayor and Council, that a three shift of 9 hours for the Police as follows:

Shift No. 1

4 men and Chief

8:00 A.M. to 5:00 P.M.

Shift No. 2

4 men

3:00 P.M. to 12:00 Midnight

Shift No. 3

4 men

12:00 Midnight to 9:00 A.M.

You will note under the above proposed arrangement, there are 13 men, and in addition thereto you will still have one extra man on Saturday Night.

The overlap of time in these shifts provides for sufficient men to take care of the schools during school periods. We further recommend that these shifts alternate every two weeks, four weeks, or 30 days. However, we would suggest that the alternating shifts be worked out according to the wishes of the men, who can determine the length of time before each shift is alternated.

Under the proposed arrangement, each man takes his regular turn and the same number of hours, and will give them the relief desired of a 9 hr. day instead of a 12 hr. day. This can be done under the proposed arrangement without any additional increase or cost to the Taxpayers, and can be put in effect immediately.

In conclusion, we further suggest that this recommendation be given a thorough trial for at least sixty days and at the end of this period, the Mayor and Chief of Police are to give a report on the advantages and disadvantages of this plan.

Respectfully submitted,

Werner B. Garmy
William W. Dupre

Committee

Salisbury, Maryland,

March 4, 1940

To The Council of Salisbury:

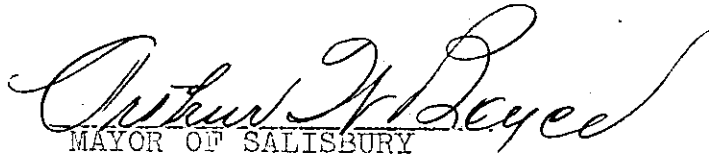
Pursuant to the provisions of
Section 262 of Article 23 of the Code of Public
Local Laws, (Flack's Edition of 1930), I hereby
appoint as Registrars of voters, the following
residents and qualified voters of the City for
the election districts as set forth:

Salisbury Election District
Mildred W. Tingle
Lee C. Collins

Parsons Election District
Nellie E. Guthrie
Elmer H. Downs

Camden Election District
T. Ray Disharoon
Vaughn T. Gray

Respectfully submitted,


MAYOR OF SALISBURY

CITY HALL, SALISBURY, MARYLAND - MARCH 11, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, March 11, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, Werner T. Gardner, Hilary M. Taylor, William W. Dixon and Eugene M. Messick.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Mr. David W. Wroten appeared before the Mayor and Council requesting permission for the Building Inspector to sign a letter authorizing the construction of commercial oil storage tanks on the West side of the Wicomico River in Salisbury, subject to the provisions of an ordinance to be enacted governing commercial oil storage tanks.

Motion made and passed that Building Inspector be authorized to sign aforesaid letter.

3. Mr. Lewis Morgan appeared before the Mayor and Council requesting a private parking space in front of his place of business on E. Church Street. This matter was referred to the Traffic Commission.
4. Mr. Curtis Long appeared before the Mayor and Council requesting a change in the Zoning Ordinance so as to permit the erection of a dry cleaning plant on his property located at the intersection of Broad and Church Streets.

Motion made and passed that City Solicitor be authorized to prepare an ordinance excluding the restrictions of dry cleaning establishments from the Zoning Ordinance.

5. Motion made and passed that the City Solicitor be authorized to prepare an ordinance for the installation of a dry cleaning plant in the "Flat Iron Building" at the intersection of Broad and Church Streets.
6. Messrs. Ralph H. Grier and Wade H. Insley, serving as a Commission for the Opening of a proposed street, running from Lakeside Road to Mill Street, across the Oaks Development Property, rendered the following report: The owners of the Oak Development Company agree to the opening of the above mentioned street, with the understanding that the City will pay the sum of One Thousand Dollars (\$1,000.00) for the property acquired; also, to erect curbs, gutters, sidewalks, and pave the street, at the expense of the City.

The City Engineer presented a rough estimate on the cost of curbs, gutters, paving and sidewalks in this area, which amounted to \$1350.00, utilizing WPA Aid.

Motion made and passed that this proposed street opening be held for further consideration.

7. Mr. Ralph Grier, Chairman of the Salisbury By-Pass Committee, requested that the Mayor and Council employ Alfred T. Truitt to negotiate with the property owners in the vicinity of the new Salisbury Boulevard for the purpose of obtaining right of ways.

Motion made and passed that Alfred T. Truitt be employed for a period of thirty (30) days at Fifty Dollars (\$50.00) per week.

8. Motion made and passed that Chief Holland's Weekly Report, and Parking Meter Report for the month of February, be received and filed.
9. Motion made and passed that Parking Ticket No. 3708 be excused.
10. Mr. Ray Phillips appeared before the Mayor and Council and presented a plat regarding a proposed sub-division of property located in Camden District.

The City Engineer presented a supplementary plat showing the relation of sub-division proposed by Mr. Phillips and existing property of Mr. Henry Roberts with a request that the proposed street be continued from Camden Avenue to Frederick Avenue, as shown on city property maps.

The Council advised Mr. Phillips to contact Mr. Roberts and work out a proposition so as the proposed street would not be "Dead Ended" at the rear of his property.

11. Motion made and passed that City Engineer be authorized to extend sanitary sewer on the West side of the Salisbury Boulevard, Northward from E. Vine Street to the line of the Cox Distributing Company, in order to serve a property being erected by the Larmer Corporation. The Council authorized the City Engineer to obtain WPA permission in order to reduce City's cost of extension. The City Engineer suggested that sewer be laid in an easement area abutting sidewalk property in order to afford greater protection to curbs, gutters and water mains.

Motion made and passed that the City Solicitor prepare an easement covering the construction of the proposed sewer in the area designated by the City Engineer.

12. The City Engineer presented letter from James Betts requesting a refund of connection charge for his property located on Riverside Drive (outside the corporate limits).

Motion made and passed that this matter be referred to the City Solicitor and that his opinion be rendered at next regular meeting.

13. The City Engineer presented the following bids on parking signs:

<u>Name of Bidder</u>	<u>Address</u>	<u>Total Bid</u>	<u>Discount</u>
Municipal Street Sign Co. Inc.	Brooklyn, N. Y.	\$40.32	none
Aeroil Burner Co., Inc.	West New York, NJ	\$43.20	1% - 10 days

Motion made and passed that City Engineer be authorized to purchase from the lowest bidder, Municipal Street Sign Company, Inc., of Brooklyn, thirty-six (36) parking signs at the total cost of \$40.32, delivered to the Mill Street Storage Yard, Salisbury, Maryland.

14. The City Engineer presented revised estimates covering costs of sanitary sewers, water mains and clay gravel on Lake, South, Center, Ford, Garden and Cypress Streets, located in Cranberry Village, which amounted to approximately \$12,000. The City Council discussed this matter and stated that the matter would be given consideration if and when funds were available.

15. The City Engineer presented cost estimates covering the widening of Mill Street, including the re-construction of curbs, gutters, street resurfacing (excluding cost of relocating railroad tracks and grading) which amounted to approximately \$18,000.

The City Engineer also presented a request from the Martin and Swartz Company in which they desired immediate construction of curb and gutter abutting their premises located on Mill Street.

Motion made and passed that City Engineer notify the Martin and Swartz Company, and Others, that the Council was very much in sympathy with the project but had no funds available to participate in any part of the cost.

16. Motion made and passed that Ordinance No. 406, and Ordinance entitled "Addition to the Plumbing Code of the City of Salisbury, Maryland" to supplement Ordinance No. 332 of the Ordinances of the Mayor and Council of Salisbury by adding three (3) new sub-sections to Section 2 of said Ordinance but in no manner otherwise to change said Ordinance be finally passed.
17. The following Resolution and preambles were offered by Councilman Taylor, seconded by Councilman Gardner and approved by the unanimous vote of the members present.

WHEREAS, a resolution has been introduced and adopted providing for the closing of that part of Old Arch Street where it lies between the Snow Hill Road and its intersection with New Arch Street in the City of Salisbury.

AND WHEREAS, a Commission was appointed to assess damages and benefits to the property owners who in the judgment of said Commission suffered or incurred the same, and said Commission has returned its report which has been duly acted upon by this Council.

NOW, THEREFORE, BE IT RESOLVED, that this improvement, namely, the closing of that part of Old Arch Street where it lies between the Snow Hill Road and the intersection of Old Arch Street with New Arch Street, shall be made, and that the damages ordered by this Council shall be paid or tendered to the persons who were adjudged entitled to the same and that the benefits so ordered be recovered.

18. Motion made and passed that Vouchers 13,015 to 13,044, inclusive, be approved for payment.

There being no further business, meeting adjourned at 11:00 P.M.

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk

Salisbury, Maryland
March 11, 1940

TO WHOM IT MAY CONCERN:

The property shown on the attached plat, indicated and enclosed by red lines, and lying on the west side of and binding upon the Wicomico River, in the City of Salisbury, in Salisbury Election District of Wicomico County and State of Maryland, is located in an industrial area where the erection of commercial oil storage tanks is permissible provided storage tanks are erected in compliance with the building code of the City of Salisbury.

Harry S. Hastings,
Building Inspector

CITY HALL, SALISBURY, MARYLAND - MARCH 14, 1940

The Mayor and Council of Salisbury met in special session at the City Hall on Thursday, March 14, 1940, at 7:30 P.M. with the following present: Councilmen I. Virgil Hitchens, W. T. Gardner and Hilary M. Taylor. Mayor Arthur W. Boyce and Councilmen Eugene M. Messick and W. W. Dixon were absent.

1. The City Engineer presented a request from the Larmar Corporation regarding street grades, water and sewer lines in Cranberry Village. After a thorough discussion, motion made and passed that City Engineer be authorized to write a letter to the Larmar Corporation to the effect that the City would furnish street grades; extend water mains on the same basis, which is available to every citizen in Salisbury; and that the construction of sewers would be considered at the time the houses are built, depending upon the availability of funds for sewer construction; and, further, a copy of this letter be attached to these minutes.
2. The City Engineer presented a request from Martin and Schwartz Company regarding the re-curbng of the West side of Mill Street, adjacent to their property.

Motion made and passed that the City Engineer be authorized to write a letter to Martin and Schwartz Company and to the Pocahontas Coal Company stating the conditions upon which the proposed work can be undertaken and, further, copies of these letters be attached to these minutes.

3. The City Council reviewed the proposed Budget and further reduced certain proposed expenditures in order to stay within the City's Income and authorized that copy of the revised budget be attached to these minutes and be presented for adoption at their regular meeting to be held on Monday, March 18.

There being no further business, meeting adjourned at 10:30 P.M.

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk

March 15, 1940

Martin-Schwartz, Inc.
Att: Mr. D. J. Nelson, Manager
Mill Street
Salisbury, Maryland

Gentlemen:

At a regular meeting of the Mayor and Council held on March 11, the proposed widening and improving of Mill Street was discussed. Cost estimates were submitted based on the re-construction of curbs, gutters and street re-surfacing (excluding cost of re-locating railroad tracks and grading), which amounted to approximately \$18,000.00.

Supplemental propositions including the re-curbings of the west side of Mill Street abutting your property and the property owned by the Pocahontas Coal Company were presented. At the conclusion of the discussions, the writer was authorized to inform you as follows:

1. The Mayor and Council are in full sympathy with the proposed improvements and are in complete accord as to its necessity for the development of the Mill Street industrial section.
2. The Mayor and Council do not have any funds to participate in the cost thereof and there is no possibility of securing funds for this type of improvement except through a bond issue. Any bond issue for street improvements would have to be authorized by the 1941 session of the Maryland Legislature.
3. The Mayor and Council are perfectly willing to proceed with the re-curbings of the west side of Mill Street abutting all properties or the property of Martin-Schwartz, Inc. and Pocahontas Coal Company including temporary adjustments in street grades at the sole expense of Martin-Schwartz, Inc., Pocahontas Coal Company, etc., insofar as their respective frontages are concerned. This work would of course be done with the understanding that some appropriate basis of refunding a portion of the property owners' cost would be made in the future or at such time as the City obtained funds for similar type of improvements.

Martin-Schwartz, Inc.
March 15, 1940
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Please let us have your comments.

Very truly yours,

THE MAYOR & COUNCIL OF SALISBURY

City Engineer.

CG:GW

March 15, 1940

Larmar Corporation
Att: Mr. George P. Chandler, Treasurer
Salisbury, Maryland

Gentlemen:

In reference to your letter of February 12, concerning the construction of approximately 150 homes for colored people in Cranberry Village; I wish to advise this matter was placed before the Mayor and Council on February 12, March 4, 11th and at a special meeting held on March 14.

At the meeting held on February 12, the Mayor and Council authorized the City Engineer to prepare tentative estimates covering the cost of water, sewer and street base material for the complete sub-division, which was presented on March 4. As I recall the meeting on March 4, you were present and suggested a revision of your original plan reducing the home construction from 150 dwellings to 50 dwellings, utilizing the area located between Lake Street, Blake Street, Cypress Street and Gordon Street. The Mayor and Council then requested revised estimates to include water, sewer and base material. These estimates were presented to the Mayor and Council on March 11, and were as follows:

1. Sanitary sewers and appurtenances	\$8,136.59
2. Water mains and appurtenances, including temporary lines	4,472.60
3. Bank-run gravel base material (4" thickness)	<u>1,200.00</u>
Total of Items 1 to 3 Inclusive	\$13,809.19

You subsequently called me on the 'phone on March 14, requesting information on furnishing grades for the purpose of making a fill in the Cranberry Village area and this matter was discussed at a special meeting of the Mayor and Council held on the 14th, and the following conclusions were reached:

1. The Mayor and Council authorized the City Engineer to furnish grade stakes on Blake Street, South Street, Center Street, Ford Street and Gordon Street between the limits of Lake Street and Cypress Street; also grade stakes on Cypress Street between Blake Street and Gordon Street.

Larmer Corporation.

March 15, 1940

Page 2

2. The Mayor and Council further authorized the writer to advise you that the construction of water mains would be available on the same basis as is available to all citizens of Salisbury; that is, the City will expend three (3) times the annual water rent accrued over a period of one (1) year for each and every dwelling constructed and connected - in determining the cost of constructing water mains.
3. The Mayor and Council also authorized the writer to advise you that the construction of sewers would be taken under consideration at the time you are ready to build the 50 houses and they would cooperate to every extent insofar as funds were available.
4. The Mayor and Council also authorized the writer to advise you that the furnishing and applying of base material by the City would be determined at the proper time and final conclusions would be based upon funds available for new street construction.

The explanation in this letter may appear to be quite lengthy, but for reasons previously stated, it is necessary to review each step leading up to final conclusions of the Mayor and Council.

If additional information is needed, please do not hesitate to call upon us.

Very truly yours,

THE MAYOR & COUNCIL OF SALISBURY

City Engineer.

CG:GW

March 15, 1940

Pocahontas Coal Company
Att: Mr. Norman Holland, President
Mill Street
Salisbury, Maryland

Gentlemen:

At a regular meeting of the Mayor and Council held on March 11, the proposed widening and improving of Mill Street was discussed. Cost estimates were submitted based on the re-construction of curbs, gutters and street re-surfacing (excluding cost of re-locating railroad tracks and grading), which amounted to approximately \$18,000.00.

Supplemental propositions including the re-curbings of the west side of Mill Street abutting your property and the property owned by Martin-Schwartz, Inc. were presented. At the conclusion of the discussions, the writer was authorized to inform you as follows:

1. The Mayor and Council are in full sympathy with the proposed improvements and are in complete accord as to its necessity for the development of the Mill Street industrial section.
2. The Mayor and Council do not have any funds to participate in the cost thereof and there is no possibility of securing funds for this type of improvement except through a bond issue. Any bond issue for street improvements would have to be authorized by the 1941 session of the Maryland Legislature.
3. The Mayor and Council are perfectly willing to proceed with the re-curbings of the west side of Mill Street abutting all properties or the property of Martin-Schwartz, Inc. and Pocahontas Coal Company including temporary adjustments in street grades at the sole expense of Martin-Schwartz, Inc., Pocahontas Coal Company, etc., insofar as their respective frontages are concerned. This work would of course be done with the understanding that some appropriate basis of refunding a portion of the property owners' cost would be made in the future or at such time as the City obtained funds for similar type of improvements.

Pocahontas Coal Company

March 15, 1940

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Please let us have your comments.

Very truly yours,

THE MAYOR & COUNCIL OF SALISBURY

City Engineer.

CG:GW

CITY HALL, SALISBURY, MARYLAND -- MARCH 18, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, March 18, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, W. T. Gardner, Hilary M. Taylor, William W. Dixon and Eugene M. Messick.

1. Motion made and passed that minutes of the last regular meeting, and of the special meeting held on Thursday, March 14, be approved as read.
2. Mrs. Susie Ingersoll, of Fitzwater Street, appeared before the Mayor and Council stating that she was unable to use her garage due to a change in grade of First Street.

Motion made and passed that City Solicitor be authorized to settle this claim with Mrs. Ingersoll, after obtaining proper releases; for a sum not to exceed One Hundred Dollars (\$100.00).

3. Motion made and passed that Chief Holland's weekly and monthly reports be received and filed.
4. Mr. and Mrs. Ray Phillips appeared before the Mayor and Council submitting a copy of an original plat for the opening of a proposed street running in a Southerly direction from Camden Avenue, opposite the State Normal School. Mrs. Phillips stated that the street would be forty feet (40') wide until it reached the property of Mr. Henry Roberts, and then a twenty foot (20') width would be available for the construction of city utilities.

Motion made and passed that the matter be held for final consideration until the next regular meeting.

5. Mr. Wade Insley, Jr., accompanied by a delegation of property owners on Rogers Street, appeared before the Mayor and Council complaining about the condition of this street between Lincoln Avenue and Vine Street; and also requested street lights in this area.

Motion made and passed that the Building Inspector be authorized to look into the matter of street lights and present recommendation to the Mayor and Council.

6. The City Engineer presented sealed bids on 75 pieces of 18-inch vitrified terra cotta pipe, in 2' lengths, to be used in construction of meter boxes, which were as follows:

L. W. Gunby Company	\$120.00
Pocahontas Coal Company ..	157.50

Motion made and passed that the City Engineer be authorized to purchase from the lowest bidder, L. W. Gunby Company of Salisbury, 75 pieces of 18-inch terra cotta pipe for the sum of \$120.00, delivered to Willow Street Storage Yard.

7. The City Engineer presented sealed bids on 1,000 ^{pounds} ~~barrels~~ of water main jointing compound, which were as follows:

Joseph G. Pollard Co., Brooklyn, N.Y.,	\$103.50
Atlas Mineral Products, Mertztown, Pa.,	64.00 xx
Hydraulic Development, New York City,	100.00
" " " " " "	62.50 xx

xx Indicates bids on a standard mix compound.

Upon recommendation of City Engineer, motion made and passed that a contract be awarded to the Hydraulic Development Company of New York City for furnishing and delivering MASTER MIX compound, known as "Hydro-Tite", delivered to Mill Street Storage Yard, for the sum of \$100.00.

8. The City Engineer presented quotations on 10,000 gallons of Maryland "G" Asphalt delivered to Mill Street Siding, Salisbury, Maryland. The bids were as follows:

Standard Oil Company of N. J., Salisbury, Md.	\$640.00	2% - 10 days
Mexican Petroleum Company, Baltimore, Md.	\$670.00	2% 10 days

Motion made and passed that the City Engineer be authorized to purchase from the lowest bidder, Standard Oil Company of N.J., Salisbury, Maryland, 10,000 gallons of Maryland "G" Asphalt, delivered to Mill Street Siding, Salisbury, Maryland, for the sum of \$640.00, subject to a discount of two per cent for payment within ten days.

9. The City Engineer presented a quotation from Peckworth and Craigie covering repairs to City's lawn mowing equipment amounting to \$64.66, as per estimate attached to letter dated March 16, filed in the office of the City Engineer.

Motion made and passed that City Engineer be authorized to proceed with the repairing of the lawn mowing equipment for the sum of \$64.66.

10. Motion made and passed that City Engineer be authorized to construct storm water drain in Pinehurst Avenue and Parkway Drive, between Salisbury Boulevard and S. Clairmont Drive, with the understanding that WPA is to furnish the major portion of materials required.
11. Motion made and passed that City Engineer be authorized to construct storm water drain in Hanover Street, South Boulevard and East Street, between South Street and Middle Boulevard, with the understanding that the WPA purchase the major portion of materials required.

In connection with this project, the City Engineer stated that 120 feet of 18-inch concrete pipe would be needed.

Motion made and passed that City Engineer be authorized to purchase

120 feet of 18-inch concrete pipe from the Midatlantic Concrete Pipe and Products Company of Dover, Delaware for the sum of \$108.00.

12. Mr. Oscar Grier, from the Traffic Department, presented quotations from L. W. Gunby Company, Hubert R. White Hardware Company and R. W. Norris Company on paint spray equipment, including air hammer and compressor equipment. After discussing the various types of equipment offered, motion made and passed that City Engineer be authorized to purchase from the L. W. Gunby Company the following equipment:

- 1 - 4 HP gasoline driven air compressor;
- 1 - spray outfit complete, including feed container, spray gun and 50' of 3/8" hose;
- 1 - extra spray gun, including 50' of 3/8" hose;
- 1 - quart pressure feed cup for spray gun;
- 1 - RS plug drill;

....for the sum of \$457.50, less a 10 per cent discount, leaving a net price of \$411.75 delivered to Mill Street Storage Yard.

13. The City Engineer presented a letter, dated March 18, from Mr. Milton K. Larmore requesting sanitary sewer facilities to a dwelling to be erected on W. College Avenue.

Motion made and passed that City Engineer be authorized to extend approximately 80 linear feet of sanitary sewer on W. College Avenue in order to serve the premises of Mr. Milton K. Larmore.

14. Motion made and passed that Parking Ticket Nos. 3912 and 3962 be excused.

15. The City Engineer presented a petition dated December 4, 1939 and signed by a majority of the property owners of North Pinehurst Avenue, between Russell Avenue and Evergreen Avenue, requesting concrete curbs and gutters.

Motion made and passed that City Solicitor be authorized to prepare an ordinance covering the construction of curbs and gutters on both sides of North Pinehurst Avenue, between Russell Avenue and Evergreen Avenue.

16. The City Engineer presented a letter, dated March 8, from Mr. James W. Betts requesting a refund on water service connection. City Solicitor Potts ruled that under the provisions of an agreement executed February 13, 1939, between the Mayor and Council of Salisbury and several property owners on Riverside Drive (outside of corporate limits) concerning participation in the cost of an 8-inch cast iron water main, that no provision was made in the agreement for any refund of service connections; however, he thought it would be proper for the City to extend the service connection to Mr. Betts' property line without cost or expense to Mr. Betts.

Minutes of Mayor & Council Meeting

Page 4

March 18, 1940

17. Motion made and unanimously passed by the City Council that Budget for General Expenses for City Government, Sinking Fund Expenses, Schedule showing Anticipated Revenue, be attached to and become a part of these minutes.
18. Motion made and unanimously passed by the City Council that the following levy be struct for the fiscal year beginning October 1, 1940:

(Note: Acts of 1939, Maryland Legislature, provides that all tax levies shall be struct on or before April 1, 1940.)

General Purposes: 65¢ per \$100.00 on all the assessible property in the City of Salisbury.

Sinking Fund Requirements: for the purpose of making payments of interest on bonded indebtedness and the retirement of bonds, 35¢ per \$100.00 on all assessible property in the City of Salisbury.

19. Motion made and passed that the City Clerk be authorized to publish, in one or more newspapers in Salisbury, a notice of levy as approved by the City Council for the fiscal year beginning October 1, 1940 and ending September 30, 1941. A copy of this notice to be attached to these minutes.
20. Motion made and passed that Vouchers 13,045 to 13,087, inclusive, be approved for payment.

There being no further business, meeting adjourned at 11:00 P.M.

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk

CITY HALL, SALISBURY, MARYLAND -- MARCH 25, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, March 25, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, W. T. Gardner, Hilary M. Taylor, William W. Dixon and Eugene M. Messick.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Mr. B. F. Moore appeared before the Mayor and Council inquiring as to when the Mayor and Council would be in a position to construct curb and gutter on West College Avenue.
3. Motion made and passed that Chief Holland's Weekly Report be received and filed.
4. Mrs. Cecie Conoway, accompanied by a delegation of property owners in the vicinity of South Salisbury, appeared before the Mayor and Council objecting to the junk yard of Benjamin Elliott on the corner of Oak and Arch Streets.

Motion made and passed that City Solicitor be authorized to prepare a notice which is to be served on Mr. Benjamin Elliott by the Police Department regarding the junk yard nuisance located on his premises at Oak and Arch Streets.

5. Messrs James Lowe and Lloyd Richardson appeared before the Mayor and Council requesting information on the possibility of obtaining sewer and water on South Park Drive, between Bennett Avenue and South Park Avenue. The City Engineer stated that approximately 500 feet of sewer and 800 feet of water main extension would be required to furnish facilities to Lot No. 12 in Block E of the Rich-Wil Park Sub-Division. The Council suggested that Mr. Lowe and Mr. Richardson make application for water and sewer on the regular application blanks.
6. Mr. and Mrs. Rae Phillips appeared before the Mayor and Council requesting a decision on a proposed street in Camden District, which was submitted by them the week previous. The City Engineer presented a letter addressed to the Mayor and City Council from Mr. Henry Roberts requesting an opportunity to be heard before final action is taken on this proposed street.

Motion made and passed that Clerk be authorized to notify Mr. Henry Roberts to appear before the Mayor and Council at their next regular meeting and state his objections to the street as proposed by Mr. and Mrs. Phillips.

7. Motion made and passed that Mr. Ernest Mitchell be temporarily employed as a Custodian at Fire House No. 2 during the illness of Mr. Benjamin Mitchell, the regular Custodian, at a salary of \$20.00 per week.
8. The City Engineer discussed the condition of streets and proposed curb and gutter work as covered by petitions.

Motion made and passed that City Treasurer be authorized to transfer

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Page 2

March 25, 1940

\$5,000 from the Public Improvement Account in the County Trust Company, as follows:

- (a) \$3,000 to the Special Street Fund in the Salisbury National Bank;
- (b) \$2,000 to the Capital Fund in the County Trust Company.

9. Motion made and passed that City Engineer be authorized to suspend all curb and gutter operations after the completion of curb and gutter on Camden Avenue and River Road until funds are made available for continuation of this type of improvement.

Motion made and passed that City Engineer be authorized to surface existing asphalt streets only insofar as funds are available.

10. Motion made and passed that City Engineer be authorized to rent trenching machine from A. P. Isakson to excavate sewers on East Pinehurst Avenue, Parkway Drive, Salisbury Boulevard, Hanover Street, South Boulevard, East Street and W. College Avenue, having a total distance of approximately 2100 feet, said equipment to be rented at the rate of ten cents (\$0.10) per running foot of excavation.
11. Motion made and passed that Ordinance No. 407, an ordinance, entitled "Fourteenth Amendment to Zoning Ordinance No. 292", to repeal and re-enact with amendments Section 7, titled "Business Use Districts" of said Ordinance No. 292, providing for uses of land or building which shall be excluded, be read, posted, advertised, and passed for first reading.
12. Motion made and passed that Parking Ticket Nos. 3671 and 3940 be excused.
13. The City Engineer presented a request from Mr. Lay Phillips regarding a proposed improvement in the sidewalk approach to the Parsons' Home for the Aged.
- Motion made and passed that this request be not granted due to no available funds for this type of work.
14. Mayor Arthur W. Boyce requested that the President of Council appoint a committee to call upon Colonel Jones in order to obtain a merit system which would apply to the employees of the City of Salisbury.
- Motion made and passed that the Mayor's request be held under consideration.
15. Motion made and passed that City Engineer be authorized to employ, temporarily, a timberman and pipe layer for sanitary sewer and storm water drain construction under WPA Project No. 33; also, a sub-foreman for Municipal Park under WPA Project No. 30.1.
16. Motion made and passed that Vouchers 13,088 to 13,115, inclusive, be approved for payment.

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March 25, 1940

There being no further business, meeting adjourned at 11:45 P.M.

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk

CITY HALL, SALISBURY, MARYLAND -- APRIL 1, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, April 1, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, W. T. Gardner, Hilary M. Taylor, William W. Dixon and Eugene M. Messick.

1. Motion made and passed that minutes of the last meeting be approved as read.
2. Miss Sara Holloway appeared before the Mayor and Council requesting use of city park during Summer months for recreational work. This matter was referred to the City Engineer.
3. Mr. Feddern appeared before the Mayor and Council complaining about the location of a driveway from George A. Bounds' lumber yard in front of his property on Naylor Street.
4. Motion made and passed that Chief Holland's Weekly and Car Expense Reports for month of March be received and filed.
5. Motion made and passed that Parking Ticket No. 3518 be excused.
6. Mr. Oscar Smith appeared before the Mayor and Council requesting curb and gutter on the South side of South Boulevard, between Salisbury Boulevard and Hanover Street.
7. Motion made and passed that Mr. Ira Elliott be employed to operate grass mowing machine in Municipal Park during the Summer months at a salary of Fifteen Dollars (\$15.00) per week.
8. Messrs. Carroll Bounds, Henry Roberts, J. D. Blackwell and Ted Purnell, appeared before the Mayor and Council presenting a petition protesting the opening of a street through the property owned by Mr. and Mrs. Rae Phillips and Mr. J. Waller Williams.

Motion made and passed that petition be received and held under consideration.
9. Motion made and passed that City Solicitor be authorized to prepare an ordinance for the construction of gasoline storage tanks on the D. J. Elliott Estate Property located on the East side of Lake Street.
10. The City Engineer presented sealed bids on wrought iron bolts and steel I-Beams under Contracts "A" and "B", respectively, under WPA Proposal No. 30.1. The following bids were received:

CONTRACT "A":

<u>Name of Bidder</u>	<u>Address</u>	<u>Total Bid</u>	<u>Discount</u>	<u>Delivery</u>
Dietrich Brothers	Baltimore, Md.	\$295.00	1% - 10 days	3 Weeks
R. D. Grier & Sons	Salisbury, Md.	266.02	net	--
L. W. Gunby Co.	Salisbury, Md.	254.82	--	--
Hubert R. White Co.	Salisbury, Md.	245.91	--	2 Weeks
Bayonne Bolt Co.	New York City	175.35	$\frac{1}{2}$ of 1%, 10 da	15 days
Carey Mch. & Supply	Baltimore, Md.	248.13	2% - 10 days	3 Weeks
Md. Steel Products	Baltimore, Md.	172.78	$\frac{1}{2}$ of 1%, 10 da	10 days

CONTRACT "B":

<u>Name of Bidder</u>	<u>Address</u>	<u>Total Bid</u>	<u>Discount</u>	<u>Delivery</u>
Dietrich Brothers	Baltimore, Md.	\$164.00	30 days net	6 days
L. W. Gunby Co.	Salisbury, Md.	229.40	--	--
Hubert White Hdwe.	Salisbury, Md.	221.08	--	4 days
Md. Steel Products	Baltimore, Md.	197.61	--	10 days

Motion made and passed that City Engineer be authorized to purchase bolts, et cetera, under Contract "A", in accordance with City Engineer's letter dated March 27, from the lowest bidder, Maryland Steel Products Company of Baltimore, for the sum of \$172.78 delivered to job site in Municipal Park, Salisbury, Maryland within ten days and subject to a discount of 1/2 of 1% for payment within 10 days.

Motion made and passed that City Engineer be authorized to purchase miscellaneous I-Beams under Contract "B", in accordance with City Engineer's letter dated March 27, from the lowest bidder, Dietrich Brothers of Baltimore, for the sum of \$164.00 delivered to job site in Municipal Park, Salisbury, Maryland, within three weeks and subject to a discount of 1% for payment within 10 days.

11. The City Engineer presented letter from Mr. William Higgins applying for the job of Life Guard in the Municipal Park during the Summer months.

Motion made and passed that this matter be referred to the local Red Cross Committee for recommendation.

12. The City Engineer presented a letter from George Dallas requesting permission to purchase 16 pieces of 8-inch terra cotta pipe, in 3' lengths.

Motion made and passed that request be not granted due to the fact that the City's inventories would be depleted.

13. Motion made and passed that City Solicitor be authorized to prepare a deed showing acquisition of land from the Larmar Corporation on the North side of Booth Street and East side of Delaware Street, as per plat submitted.

14. The Plumbing Inspector presented bids on a closet and lavatory installation on the Third Floor of the City Hall. The following bids were received:

<u>Name of Bidder</u>	<u>Address</u>	<u>Total Bid</u>
Morris & Morris	Salisbury, Maryland	\$180.87
Lewis Morgan and Son	Salisbury, Maryland	181.75

Motion made and passed that City Engineer be authorized to award this contract to the lowest bidder, Morris and Morris, for the sum of \$180.87.

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April 1, 1940

15. Motion made and passed that Building Inspector's report for the month of March be received and filed.
16. Motion made and passed that Plumbing Inspector's report for the month of March be received and filed.
17. Motion made and passed that City Engineer be authorized to complete the re-construction of sidewalks on Camden Avenue, between Monticello Avenue and College Avenue.
18. Motion made and passed that City Engineer be authorized to receive bids on 2300 cubic yards of bank-run gravel to be delivered to Willow Street Storage Yard to be used on streets.
19. Motion made and passed that City Engineer's report of operations on WPA Project No. 7087, dated March 30, 1940, establishing a control system of property maps in Salisbury, Maryland, be received and filed.
20. At the request of the Mayor and Council, Mr. Judson R. Guy appeared before them in Executive Session regarding his work and motion made and passed that this matter be taken under advisement.
21. Motion made and passed that Vouchers 13,116 to 13,146, inclusive, be approved for payment.

There being no further business, meeting adjourned at 12:00 Midnight.

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk

Salisbury, Maryland,

April 1st, 1940.

TO THE HONORABLE, THE MAYOR AND COUNCIL OF SALISBURY:

We, the undersigned, as tax payers of Salisbury and Wicomico County, petition your Honorable Body to refuse the request and proposal, which we understand is before you for consideration and action, calling for the opening of a dead end street running between the vacant building lots of Mrs. Margaret Phillips on the North and J. Waller Williams on the South, beginning on the West side of Camden Avenue, South of College Avenue, and extending in a Westerly direction.

We understand that the lay-out of the proposed street not only leaves it without any outlet at the West end but opens up the possibility of the laying out of lots of not more than 90 feet depth on the South side and not more than ⁸⁰~~20~~ feet depth on the North side.

The location of this proposed street is in one of the most attractive residential sections of our city, where other property owners, as well as the State of Maryland, have invested large sums of money. We, therefore, urge your Honorable Body not only to refuse this proposal but to give further careful consideration to the matter, to the end that an intelligent and forward looking plan for the development of the entire section involved may be the result of your action.

Respectfully submitted,

Henry M. Roberts
Frank D. Spence
J. P. Adams
William P. Quinn
Wm. H. Richards
W. B. Bartwell
Wm. D. Sevenson
Arroll E. Bonds

Wm. W. Morris
William F. Brown
Roland D. Dyer
Conrad O. Long
Anne H. Matthews
Ida Belle W. Thomas,
Lucy F. C. Powell



Minutes

DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

MARYLAND

March 30, 1940

REPORT OF OPERATIONS ON WPA PROJECT NO. 7087
ESTABLISHING A CONTROL SYSTEM OF
PROPERTY MAPS AND RECORDS IN SALISBURY

On January 30, the Mayor and Council of Salisbury submitted a project covering the establishment of a system of assessment records through the referencing of city property maps in collaboration with a card index file for the purpose of assigning alphabetical and numerical classifications to all property located within the Corporate Limits of Salisbury.

This project was subsequently approved by the Work Projects Administration on January 8, 1939 and placed in operation shortly thereafter. In order to show the relative need and accomplishments to date, it is necessary to furnish the background of Salisbury's rapid growth, which follows:

In 1912, when the impetus of the City's development became more pronounced, the necessity of accurate maps became more apparent. New streets were being opened, new subdivisions were being laid out, complications, as well as controversies, were continuously arising regarding tax assessments, property lines, and street locations.

With the progressive population growth, the need of utilities such as water, sewers, gas and electricity became of vital importance to the City. The Mayor and Council, about 1914, realized that a plan should be devised in order to obtain the maximum effectiveness from the appropriations that were to be expended in providing essential needs of the Community. An engineering firm from New York was then engaged to make a complete survey of the City, prepare sectionalized maps and design a water and sewerage system. These maps served as a tentative plan but were soon outmoded by the unexpected rapidity of the City's growth.

A decade later a commission was set up to design, plan and construct a modern water and sewerage system. At this time, complete and accurate maps were made, streets were defined, and research of property locations in the various construction areas were investigated.

After the tenure of the commission expired, the Mayor and Council, through its Engineering Department, continued the surveying and mapping of certain developed and undeveloped areas of Salisbury.



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

Page 2.

MARYLAND

In the year 1927, the City Limits had been extended bringing the total area of the City to approximately 2500 acres or four square miles. This newly added area, along with many acres which had not been surveyed and mapped in 1915, presented a vast project. The press of other duties upon the Engineering Department, including construction projects of the Federal Works Program, precluded the possibility of an early completion of the property maps.

At the present time, there are approximately eight thousand individual pieces of properties within the City of Salisbury. Values of these properties vary from \$25.00 to \$250,000 and are assessed individually. At the time of the last re-assessment the fact that several of the property maps were lacking and that many of them needed revision caused no end of delay as well as confusion. It was then determined that some way would be found to complete these essential records.

A brief explanation of the character of the maps follows: the first feature is a key map of the entire city on a scale of 1" - 1000'. This map is divided into 70 sections, each section numbered and referring to an individual map on a scale of 1" - 100' in the residential area and 1" - 40' in the business and commercial areas. The maps are all matched along certain streets and can be made into composite sections. The individual maps show election districts, city limits, dimensions of streets, size of blocks and lots, together with the location of houses and other buildings.

The present "White Collar Project" calls for the completion of fifteen maps and the revision of fifty-five other maps. Other sections of the project included the codification of City Ordinances and the indexing of City Bonds and Coupons. Inasmuch as the demand for the completion and revision of the maps was so urgent, this part of the project was concentrated upon during the last nine months.

Included in this report are several maps which have been completed under this project. In order to accomplish this work, Mr. Richard Cooper, of the City's Engineering Staff, was assigned to supervise the project. He was assisted by individuals assigned by the Works Progress Administration.

Some difficulty has been experienced in the operation of the project because of the shortage of available personnel on the WPA Rolls who had experience or knowledge of engineering field practice as well as investigation of property records. However, it has been found that they have reacted favorably with training and, as a result, have proven both competent and efficient.



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

Page 3..

MARYLAND

In planning the operation of this project, the City of Salisbury is indebted to Mr. Heckler, Engineer of Plans and Surveys of the City of Baltimore. Mr. Heckler lent his cooperation by furnishing to Salisbury pertinent information about the operation of a similar project in Baltimore. Modeled along the lines of the Baltimore project, it has been changed only in a few details in order to meet the requirements of a smaller municipality.

The first step that was made in the Salisbury project was to make a record on the existing property maps of the names of all the property owners. This information was gained through the City Tax Rolls and the names were written on the individual lots. After this was completed, lists were made for each separate map which gave: (1) the name of property owners from tax rolls; (2) the block numbers; and (3) the lot numbers.

These lists were then given to the Title Researchers in the County Court House. These persons had been trained for several days by the Supervisor in the technique of title search and the abstracting of deeds. The job of the searchers then was to find the reference to the deed of the owner. It is hard to visualize the difficulty of this task unless a person has investigated records. In the case of large real estate holders who sell property constantly, the Title Researchers had to check many references in order to find the correct title. So far, 2443 deeds have been searched with approximately 5500 more yet to be done.

The object of searching the titles is to obtain a legal reference to the holdings of each property owner in order to quickly determine the size of any parcel of land. A card is made for each individual lot when the Title Research has been completed showing the owner and the reference to the Land Records. When the land is transferred, the card is changed by the City Clerk's Office to give a perpetual index to all city properties.

In conjunction with this work, cancelled Municipal Bonds and Coupons which have been accumulated for the last fifty years are being arranged in systematic files. The careful filing of the items which have been paid will, no doubt, save any complication that may arise in the future by having immediate reference to all the cancelled issues.

The codification of City Ordinances, which is a part of this project, has not been undertaken to date; however, a budgetary allotment



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

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MARYLAND

has been provided.

Too much emphasis cannot be placed on the value of the field operation on this project. The maps that were lacking when this project was started were generally the ones which required a great deal of field work. Problems confronting the field staff were: (1) determination of the Corporate Line in certain areas of the City where subdivisions are adjacent to or beyond the line; (2) location of streets, public alleys, rights-of-way, and river lines for mapping purposes; (3) location of houses and buildings on lots.

In the operation of this project, the objective has been on the human side as well as for tangible results. Individual initiative has been stressed in lieu of constant supervision with marked results. The general advantages of a project of this nature are many. Among other things, it will be possible to develop and plan the following community needs;

1. Proper relation of property assessment values.
2. Establish a permanent record of individual properties.
3. Maintain equitable zoning procedures.
4. Complete the development of a master city plan.
5. Coordinate the design of water, sewer and other city utilities.
6. Establish improved subdivision layout and control.
7. Modification of a house re-numbering plan.
8. Properly plan miscellaneous public improvements which are necessary for the progressive growth of the City.

CLARKE GARDNER,
City Engineer

City of Salisbury

MARYLAND

HARRY S. HASTINGS, BUILDING INSPECTOR

April 1, 1940

The Honorable Mayor & Council of
Salisbury, Maryland.

Gentlemen:

I hereby submit my report as Building Inspector
for the City of Salisbury, Maryland, from
March 1, 1940 to March 31, 1940.

There has been forty permits issued carrying
a charge and seven without charge.

	<u>Estimated Cost</u>
14 - Residences	\$42,800.00
1 - Public Garage	6,000.00
1 - Private Garage	100.00
7 - Signs	590.00
9 - Additions	2,205.00
8 - Repairs	<u>8,000.00</u>

The following permits were
issued without charge

7 - Permits	<u>3,375.00</u>
	\$63,070.00

Paid to Treas. \$216.00

Respectfully submitted,

Harry S. Hastings
Building Inspector Per. J. G. W.

City of Salisbury

MARYLAND

JAMES A. WHITE
PLUMBING INSPECTOR
PHONE 308

April 1, 1940

The Mayor & Council
Salisbury, Maryland

Gentlemen:

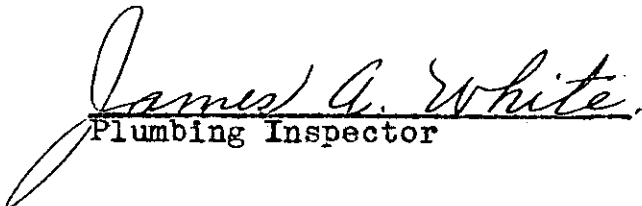
I wish to submit the following report showing scope of work covered by the Plumbing Division of the Water Department from February 29, 1940 to March 31, 1940.

Report for month of March 1940.

- 21 - Plumbing Permits issued.
- 14 - New Sewer Connections.
- 7 - New Water Connections.
- 13 - Additional Fixtures.
- 1 - Change location of fixture. - No charge.

During the month of March \$47.00 was collected for plumbing permit fees.

Respectfully submitted,


Plumbing Inspector

City of Salisbury

MARYLAND

JAMES A. WHITE
PLUMBING INSPECTOR
PHONE 308

March 30, 1940

The Mayor & Council
Salisbury, Maryland

Gentlemen:

I wish to submit the following report showing the amount of money collected and the balance due the City of Salisbury for house rent for the properties located on Lake and Union Sts.

I have collected \$188.50 from January 1, 1940 to April 1, 1940, which is for 13 weeks. The total amount due for this period was \$379.00, less \$188.50 paid, leaves a balance of \$190.50 uncollected for house rent.

The repair cost on the various properties amounted to \$2.74 for this period.

Respectfully submitted,

James A. White.

6 2.74
3 188.50
190.50

CITY HALL, SALISBURY, MARYLAND APRIL 8, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, April 8, 1940, at 7:30 P.M. with the following present: Councilmen I. Virgil Hitchens, W. T. Gardner, Hilary M. Taylor, William W. Dixon and Eugene M. Messick.

1. Motion made and passed that minutes of the last meeting be approved as read.
2. Motion made and passed that Parking Ticket Nos. 4000, 3997, 3998, 4097 and 4107 be excused.
3. Mrs. Pillsbury and Miss Sara Holloway appeared before the Mayor and Council requesting a donation to purchase certain playground equipment to be used in the City Park. The Council suggested that they contact the County Commissioners for a portion of the desired appropriation.
4. Mrs. Pillsbury presented two applications for position as Life Guard during the Summer season at the City Park.

Motion made and passed that the Coordinating Council and the Red Cross Committee recommend the person for this position.
5. Motion made and passed that Chief Holland's Weekly Report be received and filed.
6. Chief Holland presented a letter from Mr. Robert Cannon on the status of the law on parking on the streets of the City of Salisbury. This letter was referred to the City Solicitor.
7. The City Engineer presented sealed bids on 2500 cubic yards of bank-run gravel to be used on City/WPA Project No. 32 covering certain streets within the city limits of Salisbury. The following bids were received:

<u>Name of Bidder</u>	<u>Address</u>	<u>Unit Bid</u>	<u>Total</u>
Paul V. Downing	Salisbury, Md.	52¢ per cu.yd.	\$1300.00
Irving Pryor	Salisbury, Md.	48½¢ " "	1212.30
Lokey's Express	Salisbury, Md.	48¢ " "	1200.00
Hannaman-Burroughs Co.	Salisbury, Md.	60¢ " "	1500.00
A. P. Isakson	Salisbury, Md.	53¢ " "	1325.00

Motion made and passed that the City Engineer be authorized to award a contract to the lowest bidder, Lokey's Express of Salisbury, at the rate of 48 cents per cubic yard delivered to stock pile, Willow Street Storage Yard, Salisbury. All deliveries to be in accordance with City Engineer's specifications by letter dated April 3, 1940.

8. Motion made and passed that plat presented by the Larmar Corporation concerning the widening of Booth Street, between Lake Street and Johnson's Pond, be approved insofar as street width is concerned and, further, that the Deputy Clerk be authorized to affix his signature thereon indicating approval by the Mayor and Council of Salisbury.

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9. The City Engineer presented a letter from the Eastern Shore Public Service Company in which an alley or easement was requested at the rear of lots on the South side of E. Main Street, between the Pennsylvania Railroad right of way and Snow Hill Road, for the purpose of erecting poles and transmission lines. The City Engineer further stated that the owners of the property, Larmar corporation, Roland Dashiell and Hilary M. Taylor, have been contacted and were agreeable to a ten foot (10') easement.

Motion made and passed that City Engineer be authorized to prepare a plan showing a proposed location of the easement and the City Solicitor be authorized to prepare the necessary legal documents for this easement.

10. Motion made and passed that the following documents received from the Citizens Gas Company under provisions of the Franchise, be received and filed:

(a) Copy of letter dated April 1, 1940 from the Citizens Gas Company stating that the Royal Indemnity Company of New York carries blanket insurance in the amount of \$50,000 for Property Damage and for Bodily Injury up to \$100,000; said policy dated September 11, 1939 and running to September 11, 1940;

(b) Copy of comparative Balance Sheets dated December 31, 1939 showing assets and liabilities of Citizens Gas Company.

11. Motion made and passed that Superintendent of Water Department be authorized to purchase one (1) 4-inch Trident Disc Type Meter from the Neptune Meter Company of New York City for the sum of \$180.00 freight prepaid to Salisbury. This meter to be installed on the premises of the Peninsula General Hospital.
12. Motion made and passed that City Engineer be authorized to purchase thirty (30) bushels of cannon bulbs from Norman Toadvine, 209 E. Church Street, Salisbury, at the rate of 60 cents per bushel which are to be planted in Municipal Park.
13. The City Engineer presented sealed bids on four 32 x 6, 10 ply first grade tires and tubes, together with two 700 x 20, 8 ply first grade tires and tubes for use on truck driven by John Davis in the Garbage Department. The following bids were received:

<u>Name of Bidder</u>	<u>Address</u>	<u>Total Bid</u>
R. D. Grier & Sons Company, Inc.	Salisbury, Md.	\$167.92
Goodrich Silvertown Stores	Salisbury, Md.	165.37
Firestone Auto Supply & Service	Salisbury, Md.	165.00

Motion made and passed that the City Engineer be authorized to purchase from the lowest bidder, Firestone Auto Supply and Service Company, six tires and tubes, as mentioned above, for the lump sum

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of \$165.00 mounted on the City's truck.

14. The City Engineer presented a letter from the Maryland State Planning Commission under date of April 6, 1940 in which the Commission offered the services of Mr. Charles Bennett on April 22 for the purpose of discussing planning and zoning requirements in the City of Salisbury, Maryland.

Motion made and passed that the City Engineer be authorized to notify the Maryland State Planning Commission advising that the Mayor and Council would be glad to meet with Mr. Bennett at 2:00 P.M. on Monday, April 22, 1940.

15. Mr. C. L. Dickinson, of the City Traffic Commission, appeared before the Mayor and Council presenting recommendations as to the changing of certain locations of parking meters.

Motion made and passed that Traffic Commission's recommendations be received and attached to these minutes.

16. Mr. Lex Grier, representing the property owners of Clairmont Village appeared before the Mayor and Council requesting concrete gutters on North and South Clairmont Drive; also, the surfacing of Parkway Drive, between College Avenue and Pinehurst Avenue.

Motion made and passed that this matter be held under consideration until funds are available.

17. Motion made and passed that the City Engineer be authorized to advertise and receive bids for the rental of the Concession Stand in Municipal Park for the Summer Season of 1940.

18. Motion made and passed that Vouchers from 13,147 to 13,157, inclusive, be approved for payment.

There being no further business, meeting adjourned at 10:00 P.M.

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk

CITY TRAFFIC COMMISSION

W. TRACY HOLLAND, CHAIRMAN
C. L. DICKINSON
DONALD H. BAYSINGER

EX-OFFICIO MEMBERS

ARTHUR W. BOYCE, MAYOR
JOHN E. MORRIS, PRESIDENT COUNCIL
N. H. HOLLAND, CHIEF OF POLICE
CLARKE GARDNER, CITY ENGINEER

City of Salisbury
MARYLAND

April 8th. 1940.

To the Mayor & Council of Salisbury
City Hall.

Gentlemen:

We wish to submit for your consideration the installation of two parking meters on the south side of Calvert St. in the two spaces opposite the side entrance of the Court House, said spaces now marked 'No parking'

Also that 'Parking Meter No. 91' now placed on Market St. nearest to the intersection of West Main St., be removed.

We recommend the above changes.

The Traffic Commission.


Per. C. L. Dickinson

Approver by,

Tracey Holland
Donald Baysinger.

SALARIES OF CITY EMPLOYEES
EFFECTIVE WEEK BEGINNING OCTOBER 1, 1939
FOR FISCAL YEAR ENDING SEPTEMBER 30, 1940.

DEPARTMENT OF FINANCE

J. R. Laws	\$ 34.61 Weekly
L. Thos. Parker Jr.	37.00 "
Edna P. Payne	21.00 "

LEGAL DEPARTMENT

Charles J. Potts	33.33 Monthly
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FIRE DEPARTMENT

Norman Perdue	27.50 Weekly
Charles Livingston	27.50 "
Sherman Waller	13.25 "
Edgar Gordy	20.00 "
Benjamin Mitchell	20.00 "
Lucy Ruark	12.00 Monthly
W. B. Disharoon	200.00 Yearly

POLICE DEPARTMENT

N. H. Holland	40.00 Weekly
Carl Wilson	30.00 "
A. C. Hubbert	27.50 "
Morris Brewington	27.50 "
F. C. Rau	27.50 "
Talbot Larmore	27.50 "
Leslie Johnson	27.50 "
Raymond Shores	27.50 "
Elzey Briddell	26.50 "
Raymond Roth	26.50 "
William Chatham	26.50 "
Paul Kelly	4.00 "
S. O. Furniss	5.00 "
Wesley Nottingham	19.50 "
J. M. Benson	15.00 "
Landis Dennis	18.00 "
Ernest Murray	18.00 "

BUILDING INSPECTOR

Harry S. Hastings	32.50 "
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ENGINEERING DEPARTMENT

Clarke Gardner	175.00 Monthly
George Purnell	45.00 Weekly
Filbert Hitch	21.10 "
Oakley Valiant	20.00 "
Richard Cooper	27.00 "
Vivian George	21.50 "

HARBOR MASTER

F. L. Insley	\$25.00 Monthly
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STREET DEPARTMENT

Lawrence Littleton	\$35.00 Wkly.
Burt Gordy	24.00 "
Wilson Taylor	24.00 "
Isaac Messick	19.50 "
Talbot Bounds	24.00 "
Robert Arvey	18.50 "
Edward Hearn	18.00 "
Chas. Davis	19.00 "
Larry Niblett	18.50 "
Bennie Hearn	17.00 "
Stephen Carter	17.00 "
Edgar Broughton	17.00 "
John Bozman	17.00 "
George Clark	17.00 "
Preston Wilkinson	17.50 "

GARBAGE DEPARTMENT

John Davis	21.00 "
Franklin Parsons	21.00 "
Henry Davis	18.00 "
Wilbur Payne	18.00 "
Henry Disharoon	17.50 "
John Lynch	17.50 "
Francis Hillman	15.00 "

MUNICIPAL PARK

Alex. McCarthy	21.00 "
Ira Elliott	15.00 "

PUBLIC PROPERTY

Lula Kerney	4.00 "
S. C. Broughton	19.00 "
Wood Brittingham	17.00 "
Roland Cahall	15.00 "

PARKING METERS

Oscar Grier	15.00 "
Ernest Foskey	8.50 "
Rebecca Brittingham	14.00 "

WATER DEPARTMENT

Clarke Gardner	200.00 Month.
Gladys Wootten	23.00 Wkly.
William Savage	17.50 "
James White	32.50 "
J. R. Guy	21.00 "
George H. Williams	20.00 "

WATER DEPARTMENT CON'T

I. J. Wootten	\$ 30.00	Weekly
James Chatham	30.00	"
Sherman Waller	15.00	"
Nelson Messick	23.00	"
Carlton Wootten	30.00	"
Russell Townsend	17.50	"
Virgil Dale	19.00	"
Oscar Grier	15.00	"
Ernest Foskey	8.50	"

CONSTRUCTION

Percy Sterling	\$50.00	Wkly.
Paul V. Downing	25.00	"
Morrow Allen	.40	Hr.
Walter Gibbs	.35	"
Leon Carter	.35	"
William Alexander	.40	"
Roger Purcell	21.00	Wkly.
James Brown	.55	Hr.
Van. Smith	.35	"
E. E. Livingston	.35	"
Carl Dahlstrom	30.00	Wkly.
Olof Dahlstrom	.55	Hr.
William Shores	.40	"

CITY HALL, SALISBURY, MARYLAND -- APRIL 10, 1940

The Mayor and Council of Salisbury met in special session at the City Hall on Wednesday, April 10, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, W. T. Gardner, Hilary M. Taylor, W. W. Dixon and Eugene M. Messick; also, the Election Officials who served in the City of Salisbury Primary Election held on April 9, 1940.

The purpose of this meeting was to re-count all votes for Councilmen cast in the City of Salisbury Primary Election which was held on April 9, 1940, due to a tie vote between Werner T. Gardner and John E. Morris, and after the Judges had completed the counting of the ballots, the statements of returns from each Election District was read before the Mayor and Council by the Deputy Clerk and the results were as follows:

W. ARTHUR DISHAROON	560
WILLIAM W. DIXON	340
WERNER T. GARDNER	616
JOHN G. HOWIE	713
JOHN E. MORRIS	619
CLAUDE E. RUSSELL	596

Motion made and passed that the names of John G. Howie and John E. Morris be placed on the City Ballot for Councilmen to be voted on at the City of Salisbury General Election to be held on Tuesday, May 7, 1940.

I. Virgil Hitchens, President - L. Thomas Parker, Jr.,
Deputy Clerk

City of Salisbury



MARYLAND

MAYOR
ARTHUR W. BOYCE
CITY ENGINEER
CLARKE GARDNER
CITY SOLICITOR
CHARLES J. POTTS
CLERK - TREASURER
J. R. LAWS

MEMBERS OF COUNCIL
I. VIRGIL HITCHENS, PRESIDENT
HILARY M. TAYLOR
WERNER T. GARDNER
WILLIAM W. DIXON
EUGENE M. MESSICK

WAIVER OF NOTICE OF SPECIAL MEETING OF THE MAYOR AND COUNCILMEN OF THE MAYOR AND COUNCIL OF SALISBURY, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND.

We, the undersigned Mayor and Councilmen, respectively, of The Mayor and Council of Salisbury, a municipal corporation of the State of Maryland, hereby waive notice of a special meeting held at the City Hall, Salisbury, Maryland, on April 10, 1940 for the purpose of recounting the ballots cast in the Primary Election of the City on April 9, 1940 to decide a tie vote between two candidates for Councilmen.

WITNESS our hands and seals this ____ day of April, 1940 --

Mayor (SEAL)

I. Virgil Hitchens
Councilman (SEAL)

Werner T. Gardner
Councilman (SEAL)

John Taylor
Councilman (SEAL)

Councilman (SEAL)

Councilman (SEAL)

CITY HALL, SALISBURY, MARYLAND - APRIL 15, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, April 15, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, Hilary M. Taylor, Werner T. Gardner, and William W. Dixon.

1. Motion made and passed that minutes of the last meeting held on April 8, together with special meetings held on April 10, be approved as read.
2. Mrs. Susie Ingersoll appeared before the Mayor and Council requesting damages to her garage due to the change in street grade on First Street. At the suggestion of City Solicitor Potts, motion made and passed that Deputy Clerk forward a letter to Mrs. Ingersoll regarding this matter and, further, a copy of this letter be attached to these minutes.
3. Mrs. Hilary Davis appeared before the Mayor and Council requesting sidewalk grades on the corner of Division and Van Buren Streets in order to obtain the proper grade for sidewalks to be laid on her premises leading from the street to her dwelling.

Motion made and passed that City Engineer be authorized to furnish the necessary grades for the sidewalk and to place markers at the intersection of Division and Van Buren Streets, with the understanding that Mrs. Davis furnish the concrete marker.

4. Mr. Lloyd Richardson appeared before the Mayor and Council requesting water and sewer facilities for a dwelling to be erected on Bennett Avenue near South Park Drive.

Motion made and passed that City Engineer be authorized to extend sanitary sewer in Bennett Avenue for an approximate distance of 100-feet in order to furnish sanitary sewer facilities and, further, the City Engineer be authorized to furnish a water tap on Highland Avenue with the understanding that Mr. Lloyd Richardson would obtain the necessary right of way across lot in order to secure water facilities.

5. Mr. Lloyd Richardson further requested the extension of water and sewer for a distance of approximately 1,000-feet on South Park Drive, East from Highland Avenue, in order to furnish water and sewer facilities to four (4) dwellings to be erected in this area. The Council suggested that he file application for the various lots and the matter would be considered if and when the City decides to issue bonds for sanitary sewer extensions.
6. Motion made and passed that Ordinance No. 408, permit authorizing and directing the Clerk of the City of Salisbury to issue a permit to Willard I. Donoho and Harry D. Peters, partners trading as The Eastern Shore Oil Company, to construct and install various storage tanks for petroleum products, be introduced, read, posted, advertised, and passed for first reading.

Minutes of Mayor & Council Meeting

Page 2

April 15, 1940

7. Mr. David Wroten appeared before the Mayor and Council requesting permission to move a frame house located in back of his property on Lake Street to a position in the rear of Harry Fields' property on W. Main Street. Mr. Wroten was advised that he could not move a frame house which was located in the Fire Zone to another location in the Fire Zone, but could move out of the Fire Zone.
8. Motion made and passed that Ordinance No. 407, an ordinance entitled, "Fourteenth Amendmend to Zoning Ordinance No. 292", to repeal and re-enact with amendments Section 7, titled "Business Use Districts" of said Ordinance No. 292, providing for uses of land or building which shall be excluded, having been posted and advertised, be passed for final reading.
9. Motion made and passed that City Engineer be authorized to extend a 2-inch water main for an approximate distance of 135-feet on Bushey Street, between Johnson and Barker Streets, in order to serve the premises of George E. Whayland, with the understanding that Mr. Whayland deposit the sum of \$17.50 with the Water Department, as follows: Five Dollars cash with application; Five Dollars within thirty days after date of initial deposit; Five Dollars within sixty days after date of initial deposit; Two Dollars and Fifty Cents within ninety days after date of initial deposit.
10. Mr. Howard Ruark appeared before the Mayor and Council requesting sanitary sewer facilities for a dwelling owned by the Salisbury National Bank and located on Poplar Hill Avenue.

Motion made and passed that City Engineer be authorized to extend an 8-inch sanitary sewer on Poplar Hill Avenue, between Isabella and Elizabeth Streets in order to furnish sewer facilities for the properties located in this block.

11. Mr. Oscar Grier, Business Manager of the City's Soft Ball Team presented bids on sixteen (16) uniforms, complete, including shoes, which were as follows:

Al Benjamin	Salisbury, Maryland	\$121.60
Milton Marmer	Salisbury, Maryland	143.04
L. W. Gunby Company	Salisbury, Maryland	138.08

Motion made and passed that City Engineer be authorized to purchase sixteen (16) soft ball uniforms, complete, from the lowest bidder, Al Benjamin, of Salisbury, Maryland, to be used in equipping a team representing the employees of the City of Salisbury.

12. Motion made and passed that Chief Holland's weekly report be received and filed.

Minutes of Mayor & Council Meeting

Page 3

April 15, 1940

13. The City Engineer presented plat designated as P-40-8, dated April 6, 1940, showing parcel of land to be acquired from Curtis Long and Others at the intersection of Salisbury Boulevard and Division Street.

Motion made and passed that City Solicitor be authorized to prepare a deed covering this property conveyance.

14. The City Engineer presented a letter dated April 9 from the Victor Lynn Lines, Incorporated, requesting that the City resurface Meadow Street, from Camden Avenue to a point in front of the Victor Lynn Terminal Warehouse.

Motion made and passed that City Engineer be authorized to do this work if and when maintenance funds are available.

15. The City Engineer presented a letter from Vehicular Parking, Ltd., regarding a claim against the Dual Parking Meter Company regarding patent infringements.

Motion made and passed that this communication be referred to the City Solicitor.

16. The City Engineer presented a letter from J. R. Guy addressed to the Mayor and Council of Salisbury in which Mr. Guy submitted his resignation as an employee of the City's Water Department, effective as of April 25, 1940.

Motion made and passed that Mr. Guy's resignation be accepted.

17. The City Engineer suggested that Mr. Oakley Valliant, of the Engineering Department, devote one week of each month for the purpose of reading meters and Mr. James A. White use any time other than that devoted to plumbing inspection for the purpose of collecting delinquent water accounts. The City Engineer pointed out that this change would save the City approximately \$1,000 per year.

18. The City Engineer presented sealed bids on 500 tons of Slag, which were as follows:

POCAHONTAS COAL COMPANY, Salisbury, Maryland: delivered to stock pile, Municipal Park, \$2.38 per ton; f.o.b. cars, Mill Street, \$2.20 per ton; f.o.b. city trucks, Mill Street, \$2.33 per ton. All prices subject to a discount of 2 per cent for payment within 10 days.

Duquesne Slag Products Company, Philadelphia, Pennsylvania: f.o.b. cars, Mill Street, \$2.21 per ton.

Hannaman-Burroughs, Salisbury, Maryland: delivered to Municipal Park, \$2.50 per ton; f.o.b. cars, Mill Street, \$2.30 per ton; f.o.b. city trucks, Mill Street, \$2.35.

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Waller Paving Company, Salisbury, Maryland: delivered to Municipal Park, \$2.40 per ton; f.o.b. cars, Mill Street, \$2.30 per ton; f.o.b. city trucks, Mill Street, \$2.38.

Arundel Corporation, Baltimore, Maryland: delivered to Municipal Park, \$2.45 per ton; f.o.b. cars, Mill Street, \$2.20 per ton; f.o.b. city trucks, Mill Street, \$2.40 per ton.

The City Engineer presented an alternate bidson 570 tons of Crushed Stone Chips, which were as follows:

The John T. Dyer Quarry Company, Birdsboro, Pennsylvania: f.o.b. cars, Mill Street, \$2.16 per ton.

J. E. Baker Company, York, Pennsylvania: f.o.b. cars, Pennsylvania Tracks, \$2.47 per ton; f.o.b. cars, B and E Tracks, \$2.65 per ton.

Motion made and passed that City Engineer be authorized to purchase from the Pocahontas Coal Company 500 tons of No. 4 Slag delivered to stock pile in Municipal Park, Salisbury, Maryland, at the rate of \$2.38 per ton, subject to a discount of 2 per cent for payment within 10 days.

19. The City Engineer requested authority to increase the quantity of bank-run gravel under contract awarded to Lokey's Express from 2500 cubic yards to 3000 cubic yards. The additional yardage to be purchased at the same unit price, which was 48 cents per cubic yard for hauling and delivering from the A. P. Isakson Farm near Hebron to Willow Street Storage Yard.
20. The City Engineer suggested that certain tests be made on water pumping equipment at the Municipal Pumping Station in order to determine the efficiency of the equipment.

Motion made and passed that City Engineer be authorized to proceed with the tests and an appropriation not exceeding \$100.00 be authorized to conduct the tests.

21. The City Engineer informed the City Council that the land owned by Samuel C. Broughton, containing approximately nine acres, was for immediate sale. In previous discussions with the Council, it was pointed out that this land was the site for Salisbury's future sewage plant as designed by the Salisbury Water and Sewer Commission and, further, it was to build a garbage incineration plant at this point.

After a brief discussion, the Council authorized the City Solicitor to examine the title of the property and check mortgages, judgments, etc., and render a report to the Mayor and Council at their next regular meeting.

22. Motion made and passed that two desks, two chairs and a filing cabinet be purchased for use in the office of the Building Inspector, Water Department, and Treasurer's Office from Walter Willing, in accordance with bids presented.

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April 15, 1940

23. Motion made and passed that Ordinance No. 409, an Ordinance requiring a permit approved by Special Ordinance for cleaning establishments where inflammable or explosive liquids are used and providing for posting, publication and public hearing, be introduced, read, posted, advertised and passed for first reading.
24. Motion made and passed that Vouchers 13,159 to 13,242, inclusive, be approved for payment.

There being no further business, meeting adjourned at 12:00 Midnight.

I. Virgil Hitchens, President

L. Thomas Parker, Jr.,
Deputy Clerk

April 15, 1940

Mrs. Susie C. Ingersoll
Fitzwater Street
Salisbury, Maryland

Dear Mrs. Ingersoll:

At the meeting last Monday night, the Mayor and Council discussed the claim which you made against the City because of the improvement to First Street.

A report upon the title to your property was presented which traced the measurements back to 1895. The description of your lot calls for 141 feet on the West side and 175 feet on the East side. This same description has been followed in all the succeeding deeds of the property.

The surveyors who measured your lot have reported that your garage extends to a distance of 144.4 feet from the front of your lot. Thus, your garage extends 3.4 feet into what is the bed of First Street as dedicated to the City.

Several persons who are familiar with your neighborhood have stated that they do not think your garage was damaged by any work the agents of the City may have done when improvement of First Street was made.

From this investigation, the Mayor and Council have decided that they would not be justified in making any settlement upon the claim which you have presented.

Very truly yours,

Deputy Clerk

CITY HALL, SALISBURY, MARYLAND - APRIL 22, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, April 22, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, Werner T. Gardner, Hilary M. Taylor, and William W. Dixon.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Mrs. Pillsbury and Miss Sara Holloway appeared before the Mayor and Council stating that they had been before the County Commissioners and received a donation of Fifty Dollars (\$50.00) towards the purchase of playground equipment and requested an additional sum of Fifty Dollars (\$50.00) from the City.
3. Mrs. Pillsbury presented a proclamation requesting the Mayor and Council to designate a "COMMUNITY WEEK".

Motion made and passed that Mayor Arthur W. Boyce issue a proclamation designating "COMMUNITY WEEK".

4. Mr. Richard Farlow appeared before the Mayor and Council claiming damages to the extent of Seven Dollars (\$7.00), due to his car being sprayed with asphalt by the City's distributor.

Motion made and passed that Mr. Farlow's claim be approved upon presentation of bill to the Mayor and Council.

5. Motion made and passed that Chief Holland's weekly and monthly reports be received and filed.
6. At 8:00 P.M. the City Engineer presented sealed bids on the rental of Concession Stand in Municipal Park covering a period of 143 calendar days beginning May 30, 1940 and ending September 30, 1940. The following bids were accompanied by a certified check in the amount of Twenty-five Dollars (\$25.00) each, made payable to the Mayor and Council of Salisbury:

<u>Name of Bidder</u>	<u>Address</u>	<u>Total Bid</u>
Mr. W. D. Long	Smith St., City	\$201.50
Mr. Frank P. Parsons	S. Division St., City	101.50
Mrs. Clara Mayne	Camden Avenue, City	155.00

Motion made and passed that contract for rental of Concession Stand be awarded to the highest bidder, W. D. Long, for the Summer Season of 1940 and, further, that the Mayor and President of Council be authorized to execute an agreement covering this rental.

7. Motion made and passed that parking ticket Nos. 3742, 3768 and 3769 be excused.
8. Messrs. Reuben Waller and William Athes appeared before the Mayor and Council requesting permission to sell beer and beverages on Election Days after the closing of the poles. The Mayor and Council advised that this was under the jurisdiction of the State's Attorney.

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15. Motion made and passed that Survey of Local Planning, as prepared by the City Engineer at the request of the Maryland State Planning Commission, be received and filed.
16. The City Engineer presented a request from Mr. Frank Harrington regarding a triangular parcel of property located at the intersection of Vine and Newton Streets. Mr. Harrington claimed the City did not have a deed for property and requested compensation.

Motion made and passed that City Engineer be authorized to negotiate with Mr. Harrington at a price not to exceed Fifteen Dollars (\$15.00), provided Mr. Harrington will give the City a deed for the parcel of land.
17. Motion made and passed that City Engineer be authorized to extend an 8-inch sewer on Isabella Street, East from Davis Street, for a distance not to exceed 225 feet in order to furnish sanitary sewer facilities for five properties located in this area.
18. Motion made and passed that Ordinance No. 410, an ordinance authorizing the Clerk of Salisbury to issue a permit to Roy V. Perdue, trading as Superior Dry Cleaning Company to install dry cleaning equipment in the concrete block building at the intersection of Broad and Church Streets, in the City of Salisbury, Maryland, be introduced, read, posted, advertised, and all property owners notified within 300 feet, to be passed for first reading.
19. Motion made and passed that Ordinance No. 409, an ordinance requiring a permit approved by Special Ordinance for cleaning establishments where inflammable or explosive liquids are used and providing for posting, publication and public hearing, be passed for final reading.
20. Motion made and passed that Vouchers 13,243 to 13,275, inclusive, be approved for payment.

There being no further business, meeting adjourned at 11:30 P.M.

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk

Minutes of Mayor & Council Meeting
Page 2
April 22, 1940

9. At 8:30, the City Engineer presented sealed bids on 10,000 gallons of RC-3 Asphalt to be used on street maintenance. The following bids were received:

<u>Name of Bidder</u>	<u>Address</u>	<u>Unit Bid</u>	<u>Discount</u>
Pan American Petroleum	New York City	\$0.0660 per gal.	none
The Texas Company	New York City	0.0676 " "	"
Standard Oil Co. of N.J.	Salisbury, Md.	0.0620 " "	2% - 10 days

Motion made and passed that City Engineer be authorized to enter an order with the lowest bidder, Standard Oil Company of New Jersey, Salisbury, Maryland, for furnishing and delivering to Mill Street Siding, Salisbury, 10,000 gallons of RC-3 Asphalt at the rate of \$0.0620 per gallon, subject to a discount of two per cent (2%) for payment within ten days.

10. The City Solicitor discussed certain liens, mortgages, etc., on the property owned by Samuel C. Broughton and the Mayor and Council authorized the City Solicitor and City Engineer to negotiate with Mr. Broughton regarding a price for said land, which is the location of the City's future treatment plant as designed by the Salisbury Water and Sewer Commission.
11. The City Engineer presented a letter from the Larmer Corporation regarding a proposed water main extension on Woodland Road, which is located outside of the city limits.

Motion made and passed that the City Engineer render a report on the proposed extension at the next regular meeting.

12. Motion made and passed that City Engineer be authorized to purchase approximately 3,000 cubic yards of bank-run gravel from A. P. Isakson on his farm located near Hebron at the rate of 8 cents per cubic yard.
13. Motion made and passed that the following schedule of working hours be adopted for City Departments, noted below, for the period beginning May 1, 1940 and ending on Labor Day, September 2, 1940:

Tax Department: 8 A.M. to 5 P.M.
Water Dept. Office: 8 A.M. to 5 P.M.
Engineering Department: 7 A.M. to 5 P.M.
Water Maintenance Division: 6 A.M. to 4 P.M.
Street Division: 6 A.M. to 4 P.M.
Parking Meter & Traffic Commission Division: 6 A.M. to 4 P.M.

14. The City Engineer presented a letter from the L. W. Gunby Company regarding 4-inch cast iron pipe and mineral lead which they offered for sale to the City.

Motion made and passed that the City Engineer investigate current market prices and purchase aforesaid material if same does not exceed present market prices.

THE MAYOR & COUNCIL OF
SALISBURY, MD.

Financial statements from
October 1, 1939 to March 31, 1940

1. General Fund - Cash Receipts
and Disbursements.
2. Budget Expenditures
3. Parking Meter & Traffic-Cash
Receipts and Disbursements.

GENERAL FUND - STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
FROM OCT. 1, 1939 TO MAR. 31, 1940.

CASH RECEIPTS:

Taxes 1939	\$108,686.79	
" 1938	8,816.55	
" 1937	3,902.21	
" 1936	2,854.30	
" 1935	878.35	
" 1934	195.07	
" 1933	83.72	<u>\$125,359.63</u>

OTHER INCOME:

Franchise Tax	688.50	
Licenses	699.00	
Building Permits	620.50	
Interest on Delinquent Taxes	1,826.02	
Over & Short	.40	
Misc. Income	1,716.26	5,550.68
Total Receipts		<u>\$130,910.31</u>
Balance in Bank 10/1/39		7,276.17
		<u>\$138,186.48</u>

DISBURSEMENTS:

Advanced Sinking Fund	\$37,463.75	
Refund Licenses - W. J. Collins	50.00	
Protested Check - Cannon Electric Co.	34.26	
Notes - Water Department	12,349.06	
Notes - Farmers & Merchants Bank	18,500.00	
Advanced - Special Street Fund	50.00	
" Capital Fund	200.00	
General Government	7,108.98	
Dept. Public Safety	26,519.16	
Dept. Health	181.00	
Dept. Public Works	20,169.48	
Public Properties	2,123.42	
Public Improvements	4,736.17	129,485.28
Total Disbursements		<u>\$129,485.28</u>
Balance in Bank 4/31/40		8,701.20
		<u>\$138,186.48</u>

ACCT. NO. 1 GENERAL GOVERNMENT:

	Budget	Expenditures	Balance
Acct. No. 10 Legislative Branch	\$ 2,770.00	\$ 962.00	\$ 1,808.00
Acct. No. 11 Finance Department	6,471.00	3,478.13	2,992.87
Acct. No. 12 Legal Department	900.00	870.75	29.25
Acct. No. 13 Misc. Expenses	3,025.00	1,798.10	1,226.90
	<u>\$13,166.00</u>	<u>\$7,108.98</u>	<u>\$6,057.02</u>

Acct. No. 2 DEPARTMENT PUBLIC SAFETY

Acct. No. 14 Fire Department	\$12,828.00	\$6,141.70	\$6,686.30
Acct. No. 15 Police Department	21,424.00	11,203.97	10,220.03
Acct. No. 16 Street Lighting	14,812.00	8,300.46	6,511.54
Acct. No. 17 Dept. Bldg. Inspection	1,815.00	875.03	941.97
	<u>\$50,879.00</u>	<u>\$26,519.16</u>	<u>\$24,359.84</u>

ACCT. NO. 3 HEALTH DEPARTMENT:

Acct. No. 18 Health	600.00	181.00	419.00
	<u>\$ 600.00</u>	<u>181.00</u>	<u>\$ 419.00</u>

ACCT. NO. 4 DEPARTMENT PUBLIC WORKS:

Acct. No. 19 Engineering Dept.	5,804.01	2,859.08	2,944.93
Acct. No. 20 Street Signs	1,091.00	318.25	772.75
Acct. No. 21 Rivers & Harbors	450.00	125.00	325.00
Acct. No. 22 Street Cleaning	6,373.35	3,472.76	2,900.59
Acct. No. 23 Street Maintenance	18,224.40	7,983.51	10,240.89
Acct. No. 24 Garbage Dept.	8,418.07	4,088.97	4,329.10
Acct. No. 25 Municipal Park	1,966.00	43.40	1,922.60
Acct. No. 26 Emerg. Flood & Storm	1,208.28	1,278.51	70.23
	<u>\$43,535.21</u>	<u>\$20,169.48</u>	<u>\$23,365.63</u>

ACCT. NO. 5 PUBLIC PROPERTIES:

Acct. No. 27 City Hall Bldg.	\$1,652.00	\$1,061.05	\$ 590.95
Acct. No. 28 City Storage Yards	2,233.67	1,062.37	1,171.30
	<u>\$3,885.67</u>	<u>\$2,123.42</u>	<u>\$1,762.25</u>

ACCT. NO. 6 PUBLIC IMPROVEMENTS:

Acct. No. 29 Street Improvement	\$1,325.00	\$2,743.34	\$1,418.34*
Acct. No. 30 Colored Playground	1,430.00	1,420.00	10.00
Acct. No. 31 WPA Sewing Room	330.00	165.00	165.00
Acct. No. 32 Assessments Records	1,300.00	407.83	892.17
Acct. No. 33 Cranberry Bog	900.00		900.00
	<u>\$5,285.00</u>	<u>\$4,736.17</u>	<u>\$ 548.83</u>
TOTAL	<u>\$117,350.78</u>	<u>\$60,838.21</u>	<u>\$56,512.57</u>

PARKING METER -- STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
FROM OCT. 1, 1939 TO MAR. 31, 1940.

RECEIPTS:

Parking Meter Collections	\$4,922.30	
Parking Meter Fines	754.00	
Misc. Income	1.20	
Advanced -Public Imp. Acct.	<u>2,500.00</u>	
Total Receipts		\$8,177.50
Cash in Bank Oct. 1, 1939		<u>1,164.98</u>
		<u>\$9,342.48</u>

DISBURSEMENTS:

Salaries	\$1,012.30	
Meters- Repairs & Parts	31.60	
Street Signs	116.09	
Electric Traffic Lights	3,507.70	
Street Marking & Supplies	120.39	
Truck Expenses	49.83	
Street Sweeper	2,125.29	
Stationery & Printing, etc.	219.20	
Return Fines	3.00	
Dual Parking Meter Co.	1,659.30	
Coin Counter	<u>50.00</u>	
Total Disbursements		<u>\$8,894.70</u>
Cash in Bank March 31, 1940		<u>447.78</u>
		<u>\$9,342.48</u>

CITY HALL, SALISBURY, MARYLAND - APRIL 29, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, April 29, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, Werner T. Gardner, Hilary M. Taylor, and William W. Dixon.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Motion made and passed that Chief Holland's weekly report be received and filed.
3. Mr. Harry Fields appeared before the Mayor and Council regarding an exchange of 10-feet of his land for 2-feet of public alley owned by the City at the rear of his property located on W. Main Street.

Motion made and passed that City Solicitor investigate the title to the property in order to determine the City's rights and notify the City Engineer regarding the preparation of a plat.

4. Motion made and passed that plat presented by the Salisbury Brick Company, covering the opening of Somerset Avenue, between Russell Avenue and the Daniel O. Hastings property, be approved insofar as location and width of street is concerned and, further, the City Clerk be authorized to affix his signature thereon.
5. Motion made and passed that City Solicitor be authorized to prepare a deed transferring land for street purposes, known as Somerset Avenue, from Daniel O. Hastings, Thomas Pusey, and Salisbury Brick Company to the Mayor and Council of Salisbury, in accordance with plat prepared by City Engineer designated as P-40-10, dated April 24, 1940.
6. Motion made and passed that Parking Ticket Nos. 4036, 4189 and 4130 be excused.
7. Mr. Frank Parsons appeared before the Mayor and Council and stated that the traffic light at the intersection of Upton and S. Division Streets should be on continuously.
8. At 8:00 P.M. the City Engineer presented sealed bids on 150 tons of Gravel or Crushed Stone. The following bids were received:

Name of Bidder and Address	F.O.B. Cars	F.O.B. Municipal
	per Ton	Park -- per Ton
General Crushed Stone Co., Philadelphia	\$2.15	--
Pocahontas Coal Co., Salisbury	2.42	\$2.45
The Arundel Corp., Baltimore	2.42	2.55
J. Edwin Rosser, Inc., Federalsburg	--	2.45
Cleghorn Corp., Longwoods, Md.	--	2.55

Motion made and passed that City Engineer be authorized to purchase from the lowest bidder, the General Crushed Stone Company of Philadelphia, Pa., 150 tons of Crushed Stone at the rate of \$2.15 per net ton, f.o.b. cars, Mill Street Siding.

Minutes of Mayor and Council Meeting

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April 29, 1940

9. At 8:15 P.M. the City Engineer presented bids on 2,000 pounds of Jute Packing. The following bids were received:

Name of Bidder	Address	Item No. 1 Compound	Item No. 2 Packing
Joseph G. Pollard Company, Inc.	Brooklyn, N. Y.	\$38.50	\$54.00
L. W. Gunby Co.	Salisbury, Md.	38.50	66.00
Atlas Mineral Products Co.	Mertztown, Pa.	43.00	66.00
Secor and Company	Baltimore, Md.	45.00	--
Hydraulic Development Co.	New York City	43.50	96.00

Motion made and passed that City Engineer be authorized to purchase 2,000 pounds of Puroseal from L. W. Gunby Company for the sum of \$38.50 delivered to Mill Street Storage Yard, Salisbury, Maryland.

10. Motion made and passed that City Engineer be authorized to purchase 600 pounds of Dry Jute Packing from the Joseph G. Pollard Company, Brooklyn, New York, for the sum of \$54.00 delivered to Mill Street Storage Yard, Salisbury, Maryland.

11. Motion made and passed that City Engineer be authorized to purchase an asphalt thermometer from the Littleford Brothers of Cincinnati, Ohio for the sum of \$22.00 f.o.b. Cincinnati, Ohio.

12. The City Engineer presented a letter from Wm. H. Morton of the Coca Colo Bottling Company requesting a 3" water service connection for his property located at the intersection of Isabella Street and Railroad Avenue.

The City Engineer also stated that Mr. Morton agreed to discontinue use of an existing 2" water service connection if the City would run a 4" connection, with the understanding that he would pay the entire cost of the 4" ~~connection~~ extension, including meter.

13. Motion made and passed that City Engineer be authorized to extend a 4" water service connection for William H. Morton at his entire cost and expense and, further, discontinue the existing 2" water service connection.

14. The City Engineer presented a letter from Francis D. Friedlein, Executive Secretary of the Maryland State Planning Commission, complimenting the City of Salisbury on its planning report.

Motion made and passed that letter from Mr. Friedlein be received and filed.

15. Motion made and passed that City Treasurer be authorized to draw a voucher to Mr. Frank Harrington in the amount of \$20.00 for property acquired at the intersection of Vine and Newton Streets for street purposes, subject to Mr. Harrington and Other Parties deeding the City the aforesaid land.

Minutes of Mayor and Council Meeting

Page 3

April 29, 1940

16. The City Engineer presented plat showing 20' street running from Davis Street to Linwood Avenue, East of Church Street.

Motion made and passed that this matter be held for further consideration.

17. Motion made and passed that City Engineer be authorized to forward letter to Larmar Corporation regarding an extension of a water main on Woodland Avenue.

18. The City Solicitor presented the approximate cost of land to be acquired by the City for further sewage plant. This matter to be held until next Monday night.

19. Motion made and passed that Ordinance No. 408, an ordinance to "permit and directing the Clerk of the City of Salisbury to issue a permit to Willard I. Donoho and Harry D. Peters, partners trading as The Eastern Shore Oil Company, to construct and install various storage tanks for petroleum products, be read and, there being no objections, be finally passed.

20. Motion made and passed that financial statement, prepared by Deputy Clerk Parker, covering receipts and expenditures of the City from the period October 1, 1939 to March 31, 1940, be received and filed.

21. Motion made and passed that Vouchers 13,276 to 13,322, inclusive, be approved for payment.

There being no further business, meeting adjourned at 12:00 Midnight.

I. Virgil Hitchens, President

L. Thos. Parker, Jr., Deputy Clerk

NATIONAL RESOURCES PLANNING BOARD

Official Copy

SURVEY OF LOCAL PLANNING
(PLANNING, ZONING, HOUSING, CONSERVATION AND AGRICULTURE)
(City, Town, County, District and Metropolitan)

STATE MARYLAND LOCAL SALISBURY AREA Four PLANNING AGENCY: Official.....
JURISDICTION (sq. mi.) None.....
NAME THE MAYOR & COUNCIL OF SALISBURY ADDRESS City Hall Unoff'l.X...
(of planning organization)
Total Budget None Source \$ -- \$ -- \$ -- Meetings --
(Fiscal year 1940) (Local) (WPA) (Other) (No. held in 1939)
Number on planning staff: Full time -- Part-time (non-relief) -- W.P.A. --
Contributed from local government administration --

(Name of Planning Agency Executive)	Date of: Plan	Area : inclu-: or : Report	Check: if : ded or: served: (Sq. : inary: mi.): only	Date : ap- : proved : by : Local: Gov't:	NOTES
(Title)					
STATUS OF PLANNING AGENCY'S WORK:					
(1) Comprehensive or master plan	:	:	:	:	:
(2) Official map	:	:	:	:	:
(3) Basic data surveys:	:	:	:	:	:
a) Real Property Inventory	:	:	:	:	:
b) Land Use Survey	:	:	:	:	:
c) Population	:	:	:	:	:
d) Indust. and econ. cond's	:	:	:	:	:
e) Income and cost of govt.	:	:	:	:	:
f) Tax delinquency	:	:	:	:	:
g) Traffic flow	:	:	:	:	:
(4) Zoning (Include in notes if height, area, use, or set-back)	:	:	:	:	:
(5) Major thoroughfares	:	:	:	:	:
(6) Transportation and Transit	:	:	:	:	:
(7) Welfare and relief	:	:	:	:	:
(8) Recreation, Parks, Playgrounds	:	:	:	:	:
(9) Health	:	:	:	:	:
(10) Schools, libraries	:	:	:	:	:
(11) Public buildings	:	:	:	:	:
(12) Drainage, sewerage	:	:	:	:	:
(13) Water supply	:	:	:	:	:
(14) Housing	:	:	:	:	:
(15) Forests	:	:	:	:	:
(16) Erosion	:	:	:	:	:
(17) Misc. (specify):	:	:	:	:	:
	:	:	:	:	:
	:	:	:	:	:
	:	:	:	:	:

Long-range Public Works Program - Status and Extent Mayor and Council in conjunction with the City's Engr. Dept. Plans and Subdivisions - What authority in planning agency? none

Information supplied by:

CLARKE GARDNER

(Name)

City Hall

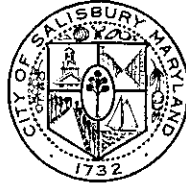
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(Date)

(state distance)

(over)



MAYOR
ARTHUR W. BOYCE
CITY ENGINEER
CLARKE GARDNER
CITY SOLICITOR
CHARLES J. POTTS
CLERK - TREASURER
J. R. LAWS

MEMBERS OF COUNCIL
I. VIRGIL HITCHENS, PRESIDENT
HILARY M. TAYLOR
WERNER T. GARDNER
WILLIAM W. DIXON
EUGENE M. MESSICK

MARYLAND

April 22, 1940

SURVEY OF LOCAL PLANNING CITY OF SALISBURY, MARYLAND

Salisbury, the metropolis of Maryland's historical Eastern Shore, is situated midway between Wilmington, Delaware and Cape Charles, Virginia on the Delmarva Peninsula. Located on the Wicomico River and having close proximity to the Chesapeake Bay and the Atlantic Ocean, offers many natural advantages. A net work of state highways, supplemented by rail and boat facilities, furnishes adequate means of transportation.

The government of the city is vested in a Mayor and Council. Various legislative acts give the Mayor and Council general authority to pass ordinances governing the health, peace, safety and well-being of the inhabitants, including the protection of property.

The Maryland Legislature has not granted specific authority to establish a planning board or commission to function independent of the Mayor and Council. However, the Mayor and Council fully appreciating the need for proper planning adopted an elastic type of planning in which precise details were not completed in advance of actual needs. Under this policy tentative plans, having sufficient control to preserve the integrity of basic concepts, were prepared with the aid of the Engineering Division of the Department of Public Works. The tentative plans include the following:

(1) Comprehensive Plans

- a) A master plan showing existing streets and future thoroughfares.
- b) A complete plan showing existing water system and future water supply distribution.
- c) Complete plan showing existing sanitary sewerage system and proposed intercepting sewers, force mains and sewage treatment plant.
- d) Complete plan showing existing storm water drainage system.
- e) A zoning map, showing the location of business, industrial and commercial areas.
- f) A plan showing the present limits of Municipal Park and proposed development thereof.

Describe below, relations with other local planning agencies, having some jurisdiction (as, city planning board, agricultural land use planning committee, zoning board, housing authority, etc.)

The only agencies operating other than the Mayor and Council of Salisbury are as follows: City Traffic Commission and the City Park Commission.

Describe relations with state government agencies in local planning work.

Insofar as water, sewerage and incineration are concerned, discussions are held between the Bureau of Sanitary Engineering, Maryland State Department of Health, Baltimore, Maryland, and the City Engineering Division of Salisbury.

Describe relations with Federal Government agencies in local planning work.

There have been no conferences to date between any agencies of the Federal Government and the Mayor and Council pertaining to planning. However, several projects sponsored by the Mayor and Council have been undertaken by the Work Projects Administration and the Public Works Administration.

Miscellaneous remarks:

Survey of Local Planning - Salisbury, Md.

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April 22, 1940

(2) Official Map --

Salisbury has three official maps drawn on different scales; namely: 1" - 1000'; 1" - 600'; and 1" - 200'.

(3) Basic Data Surveys --

- a) Real Property Inventory. Approximately 8,000 individual parcels of properties located within the corporate limits are plotted on 70 composite map sections which include a key map.

Each composite map is numbered and indicated on the key map. Business and commercial areas are drawn to the scale of 1" equal 40'. Residential areas are drawn to the scale of 1" equal 100'. The individual composite maps show election districts, dimensions of streets, corporate limits, size of blocks, lots, houses, and other buildings. Each block and lot are assigned a reference number.

A card system is being established covering the listing of each individual property and miscellaneous data covering deed research for purposes of ascertaining proper title is being arranged in systematic files.

- b) Land Use Survey. Property is normally divided for business use, industrial use, and residential use. The total area of Salisbury is approximately 4 square miles. Appropriate sections are assigned to business use, industrial use, and residential use.
- c) Population. The estimated population as of January 1, 1940 (to be confirmed by 1940 Federal Census) is 14,000 inhabitants. This represents an increase of 3000 inhabitants over the 1930 official census which, expressed in percentage, represents an increase of 27 per cent in the ten year period.
- d) Industrial and Economic Conditions. The business indices for the calendar year of 1939 show the following statistics:

Building Permits	\$ 526,309.00
Postal Receipts	\$ 128,445.00
Check Clearances	\$62,233,913.00
Bank Deposits	\$70,592,286.00
Domestic Gas Consumption	145,815,000 cu.ft.
Electric Consumption	12,675,417 K.W.H.
Water Consumption	500,750,000 gallons
Industrial Employees	2,970

Survey of Local Planning - Salisbury, Md.

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April 22, 1940

- g) Traffic Flow. On May 28, 1939 a traffic count was made on U.S. Route 13 at its intersection with South Division Street and the following tabulation was recorded:

3,703 vehicles Northbound
3,366 vehicles Southbound
7,074 vehicles North and South bound

The count covered the hours from 7:00 A.M. to 11:00 P.M., Eastern Standard Time. A review of the traffic count indicates that heaviest traffic flow occurred between the hours of 4:00 P.M. and 8:00 P.M., in which an average of 600 vehicles per hour crossed this particular intersection.

(4) Zoning --

On July 13, 1936, the Mayor and Council adopted a Zoning Ordinance for the City of Salisbury. This ordinance sets forth six distinct areas; namely: Industrial - with 90' height buildings; Business - with 90' height buildings; Business - with 40' height buildings; Residential - with 40' height buildings and area classifications; Residential - with 40' height buildings with restricted area classifications; Residential - with 55' height buildings, which includes apartment house areas.

This ordinance also establishes building lines, percentages of lots which may be occupied by buildings; maximum number of families per acre permitted, and restricts certain manufacturers as to location.

The ordinance does not establish a zoning commission but all protestants may appeal to the Mayor and Council, who acts as the Board of Zoning Appeals.

(5) Major Thoroughfares --

Major thoroughfares in Salisbury are, U. S. Route 13 (North Division Street, South Division Street, and Salisbury Boulevard) and U. S. Route 213 (West Main Street and East Main Street). Salisbury has 74.84 miles of streets, of which approximately 15 miles represents primary streets and the remainder are classified as residential, or secondary streets.

Types of pavement include 6.6 miles of concrete roads, 0.65 miles of brick with concrete base, 45.26 miles of macadam surface, and 22.35 miles of sand-clay roads.

April 22, 1940

Proposed plans cover the continuation of U. S. Route 13 from its present terminus at East Main Street and proceeds in a southerly direction in a line more or less parallel with the Pennsylvania Railroad Tracks intersecting the existing Overpass at North Division Street and the Pennsylvania Railroad Tracks.

Another proposed thoroughfare covers the East Prong of the Wicomico River beginning at the Salisbury Boulevard and proceeds in a general westerly direction to Main Street.

(6) Transportation and Transit --

Salisbury's primary means of conveyance is by private passenger cars and taxi cabs. Three bus lines operate through Salisbury from Baltimore, Philadelphia, Norfolk, and Ocean City. Freight transportation is provided by rail and boat, supplemented by trucking concerns.

(7) Welfare and Relief --

Welfare and relief funds are furnished by the Wicomico County Commissioners and the Work Projects Administration. The Mayor and Council have no jurisdiction in relief policies except through participation in the cost of certain WPA projects in operation within the corporate limits of Salisbury.

(8) Recreation, Parks, Playgrounds --

At this writing, the Mayor and Council own and control Municipal Park which is composed of approximately 70 acres located in the heart of the City. Improved roadways, lighting facilities, tennis courts, shrubbery, band stand, and a natural lake for swimming, are among the recreational facilities provided. The Coordinating Council of the Work Projects Administration furnishes supervision for various sports and games.

Proposed plans include a Community Youth Center and the acquisition of additional land between the present terminus of Municipal Park and Schumaker's Dam for the purpose of constructing additional roadways, bridges, lakes, the planting of trees, shrubbery, and a general beautification program.

(9) Health --

The local health unit is sponsored jointly by the State, City, and County. Offices are maintained in the County Court House for the County Health Officer and his assistants. Most of the curriculum comes directly under the supervision of the State. The Mayor and Council of Salisbury have no jurisdiction in this matter.

April 22, 1940

(10) Schools, Libraries --

All schools, located within the corporate limits of Salisbury, come under the jurisdiction of the Board of Education and is supported by County and State funds. The Mayor and Council of Salisbury have no jurisdiction in this matter. One public library is located in the city and is supported by County and city funds.

(11) Public Buildings --

Insofar as public buildings are concerned, we presume this term applies only to the County Court House and the City Hall. Both buildings house various governmental units and departments. The Mayor and Council have no jurisdiction except in the case of the City Hall building.

(12) Drainage, Sewerage --

The City of Salisbury has two independent sewerage systems publicly owned, one being used for sanitary sewerage purposes and the other for storm water drainage purposes. The sanitary sewerage system is composed of 39.3 miles of pipe ranging in size from 8" to 36" and has a connected population of 10,210 persons, or 2269 properties. Proposed units include low level sewers, intercepting sewers, and a sewage treatment plant.

The storm water drainage system consists of 17.05 miles of sewers, varying in size from 10" to 30", discharging at various points into the branches of the Wicomico River. These sewers are used in connection with street drainage and approximately 600 catch basins are located in various streets for the purpose of collecting surface water.

(13) Water Supply --

The Municipal Water Supply for the City of Salisbury is derived from seven wells, each well being approximately 60 feet in depth. Water is conveyed from the well supply through the medium of horizontal centrifugal pumps and deep well units to an aerator and a low-level reservoir. Water is treated by aeration, lime, chlorine, and ammonia. After treatment, water is discharged through horizontal centrifugal pumps to the distribution system and elevated tanks.

The distribution system is composed of 41.36 miles of cast iron mains, varying in size from 4" to 20" diameters.

As of January 1, 1939, the Municipal Water Department had a total of 3357 individual water service connections, 328 fire hydrants, and 339 water meters.

A total of 500,750,000 gallons of water was consumed for domestic and fire purposes during the calendar year 1939 as recorded by venturi meters.

The distribution system is supplemented by two elevated tanks, having capacities of 300,000 gallons and 200,000 gallons, respectively; also, one standpipe having a capacity of 80,000 gallons.

Future supply will be developed from Schumaker's Dam which has a water shed area of approximately 21 square miles and an average minimum dry weather flow of 8 million gallons per day. This figure, depending upon precipitation, varies from 8 to 150 million gallons per day according to measuring devices installed by the United States Geological Survey.

(14) Housing --

On December 12, 1938, a survey was prepared by the Salisbury Housing Authority which stated a need for housing for low income groups. This report was tentative and did not cover a complete survey of Salisbury.

(15) Forests --

All forests located within the corporate limits of Salisbury come under the jurisdiction of the State Bureau of Forestry. The Mayor and Council exercises no supervision over forests.

(16) Erosion --

There is no local or state agency dealing with soil erosion in this vicinity. We presume that most of this work is being handled by the Civilian's Conservation Corps.

THE MAYOR AND COUNCIL OF SALISBURY,

Clarke Gardner

CLARKE GARDNER,
City Engineer

CITY HALL, SALISBURY, MARYLAND - MAY 6, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, May 6, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, Werner T. Gardner, Hilary M. Taylor, William W. Dixon, and Eugene M. Messick.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Mrs. Miller appeared before the Mayor and Council regarding the purchase of a table which the City had obtained some years ago from James C. White. Mrs. Miller explained that the table had been in her family at one time and that she would like to purchase this article for the same price she had sold it to Mr. White, which was \$2.00.
3. Motion made and passed that Parking Ticket Nos. 4319, 4313, 3770 and 118 be excused.
4. Messrs. William B. Tilghman and Fred H. Battle appeared before the Mayor and Council requesting the City to provide a place on the City's Lake Street property for a Colored Nursery School. Mr. Battle also suggested that salvaged materials from existing houses be used to construct the Nursery School.

Motion made and passed that this matter be held for further consideration.

5. Mr. George Murphy appeared before the Mayor and Council requesting the City to take over 20-feet of the properties of Murphy and Clark in order to have a public street running from Davis Street to Linwood Avenue. The Council suggested to Mr. Murphy that he and the other interested property owners work out a plan to continue this alley as a private alley.
6. Motion made and passed that Ordinance No. 410, an ordinance authorizing the Clerk of Salisbury to issue a permit to Roy V. Perdue, trading as Superior Dry Cleaning Company, to install dry cleaning equipment in the concrete block building at the intersection of Broad and Church Streets, in the City of Salisbury, Maryland, be read and there being no objections be finally passed.
7. Messrs. Rev. LeRoy Hall, Joseph Whaley and Charles Handy (colored) appeared before the Mayor and Council regarding the condition of School Street.

Motion made and passed that City Engineer be authorized to apply base materials to School Street, between Delaware Street and Lake Street.

8. Mr. Rae Phillips appeared before the Mayor and Council regarding the opening of a proposed street running from Camden Avenue to the property owned by Henry W. Roberts.

Motion made and passed that Deputy Clerk be authorized to notify Messrs. Phillips, Roberts and Williams to the effect that the City would be glad to receive a plan of the proposed street as mutually agreed upon by the interested parties, namely, Phillips, Roberts and Williams.

Minutes of Mayor & Council Meeting

Page 2

May 6, 1940

9. Motion made and passed that Chief Holland's Weekly and Monthly Car Expense Reports be received and filed.
10. Chief Holland presented two reports on the case of Officer Dennis regarding injuries sustained in a scuffle while arresting Otho Jones (colored). Chief Holland also stated that from Doctor Kitts' examination of Officer Dennis it would probably be necessary to undergo an operation due to a rupture resulting from the scuffle.

Mayor Boyce stated that, in his opinion, the State Accident Fund would take care of the Doctor's fees and the hospitalization costs under the policy carried by the Mayor and Council with that company.

Motion made and passed that Chief Holland be authorized to make out an accident report and forward same to the State Accident Fund, Baltimore, Maryland.

11. The City Engineer presented a claim from Mr. Harry Gilliss, who explained that he damaged an automobile tire while driving on Second Street. The Street Foreman, Mr. Littleton, stated that the street was undergoing reconstruction but, in his opinion, adequate lights and barricades were provided.

Motion made and passed that this matter be held for further consideration.

12. The City Engineer presented sealed bids on 200 barrels of Portland Cement, which were as follows:

<u>Name of Bidder</u>	<u>Address</u>	<u>Price per Barrel</u>
Nock Coal Company	Salisbury, Maryland	\$2.28 - net
E. S. Adkins & Company	Salisbury, Maryland	2.33 - net

Motion made and passed that City Engineer be authorized to award the contract for 200 barrels of Portland Cement to the lowest bidder, Nock Coal Company, at the rate of \$2.28 per barrel, net, delivered to Mill Street Siding.

13. Motion made and passed that Mayor Arthur W. Boyce be authorized to execute a document pertaining to Proof of Loss of one 1939 Chevrolet Truck, Motor No. 2325309, which was damaged in recent fire at Mill Street Yard; and, further, that this statement be mailed to Fire Companies' Adjustment Bureau located in the Advertiser Building, Salisbury, Maryland. The amount of damages claimed under the policy was \$600.00.

14. The City Engineer presented an estimate on damages to Mill Street Barn in recent fire which amounted to \$1405.38.

Motion made and passed that City Engineer be authorized to forward this claim to Mr. Samuel Carey, Agent for the insurance company.

15. The City Engineer presented a letter from the Maryland-Delaware Water and Sewerage Association in which a request was made to arrange a schedule so that waterworks operators and sewer construction foremen

could attend the meetings of the convention to be held on May 16 and 17.

Motion made and passed that City Engineer be authorized to arrange a schedule so as to permit these operators to attend the meetings.

16. Motion made and passed that the City Engineer be authorized to purchase miscellaneous supplies from the following bidders in order to replace those that had been destroyed in the recent fire at the Mill Street Storage Yard:

(1) Purchase miscellaneous supplies and equipment from Hubert White Hardware Company, L. W. Gunby Company, The Mart Company, Artcraft Fixture Company, R. D. Grier & Sons Company, C. A. Pollitt Company, E. S. Adkins Company, Willing's, Howard Paint Company and J. C. Penny Company, in accordance with written orders as noted in City Order Book.

(2) Purchase from R. D. Grier & Sons Company of Salisbury, five (5) items of hose and couplings as per quotation dated May 4, 1940, for the sum of \$65.34.

(3) Purchase from the Chicago Steel Tape Company, Chicago, Illinois, two (2) 100-foot steel tapes, including reels.

(4) Purchase from Hydraulic Development Corporation, fifty (50) pounds 3/4-inch braided hemp gasket.

(5) Purchase from Joseph G. Pollard Company, tool kit, 12 asbestos joint runners and one magnetic dipping needle, as per their quotation dated May 4, for the sum of \$53.82.

17. The City Engineer presented a request from Victor Keen regarding unsatisfactory drainage conditions in a branch located in the rear of his premises at the intersection of Pinehurst Avenue and River Road. The City Engineer explained in order to remove the present nuisance, it would be necessary to construct a pipe drain across River Road for a distance of approximately 50-feet, which would cost approximately \$200.00.

Motion made and passed that construction of this drain be deferred until funds are available.

18. The City Engineer presented a plat showing an easement area to be acquired by the City from the Larmer Corporation, Roland Dashiell, and Hilary M. Taylor, for the purpose of furnishing electrical energy at the rear of properties located on the South side of E. Main Street, between the Salisbury Boulevard and Snow Hill Road. The City Engineer further stated that the property owners did not seem to be agreeable to the easement area as shown on the prepared plat and the Council suggested that the Public Service make arrangements to furnish current from a point on South Park Drive located opposite the new Chrysler Building.

19. Motion made and passed that Building Inspector's Report for the

May 6, 1940

month of April, 1940, be received and filed.

20. Motion made and passed that Plumbing Inspector's report for the month of April, 1940, be received and filed.

21. The City Engineer presented sealed proposals for replacement of trucks destroyed by fire at the Mill Street Yard. The following bids were received:

Oliphant Chevrolet Sales, Inc. --

Item 1: For Maintenance Department

1 - 1940 3/4-ton Chevrolet Pick-up,	
Straight Sale	\$616.44 Net
With trade-in of '37 Chev. Pick-up	566.44 Net

Item 2: For Water Department

1 - 1940 1-ton Chevrolet Pick-up,	
Straight Sale	\$727.80 Net
With trade-in of '36 Studebaker Truck	669.10 Net

Cavanaugh Motors, Inc. --

Item 1: For Maintenance Department

1 - 1940 3/4-ton Ford Pick-up,	
Straight Sale	\$585.00 Net
With trade-in of '37 Chev. Pick-up	570.00 Net

Item 2: For Water Department

1 - 1940 1-ton Ford Pick-up,	
Straight Sale	\$675.00 Net
With trade-in of '36 Studebaker Truck	655.00 Net

Brittingham Motors, Inc. --

Item 1: For Maintenance Department

1 - 1940 Plymouth Pick-up	
Straight Sale	\$604.18 Net
With trade-in of '37 Chev. Pick-up	569.18 Net

Mills and Smith --

Item 1: For Maintenance Department

1 - 1940 Plymouth Pick-up,	
Straight Sale	\$667.00 Net
With trade-in of '37 Chev. Pick-up	547.00 Net

Wicomico Motor Company --

Item 1: For Maintenance Department

1 - 1940 Dodge Pick-up (body length 78-1/8"),	
Straight Sale	\$591.50 Net
With trade-in of '37 Chev. Pick-up	556.50 Net

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May 6, 1940

Item 1, cont'd

1 - 1940 Dodge Pick-up (body length 90"),
Straight Sale \$653.10 Net
With trade-in of '37 Chev. Pick-up 618.10 Net

Item 2: For Water Department

1 - 1940 1-ton Dodge Pick-up,
Straight Sale \$733.73 Net
With trade-in of '36 Studebaker Truck .. 709.70 Net

Note: Add \$10.00 to EACH of the above
prices for lettering on sides of truck.

Baysinger, Inc. --

Item 1: For Maintenance Department

1 - 1940 3/4" International Pick-up,
Straight Sale \$711.55 Net
With trade-in of '37 Chev. Pick-up 600.00 Net

Alternate Bid on Demonstrator Model --
same as above on the basis of a straight
sale \$564.90 Net

Item 2: For Water Department

1 - 1940 International Model D-15,
Straight Sale \$854.10 Net
Trade-in of '36 Studebaker Truck 620.90 Net

Substituting all steel utility body,
Model 596A-4, add \$177.50 to above
price (under Item 2, only).

Truck for Street Department

1 - International 1½-ton Model D-30
with trade-in allowance on City's present
Model C-30, delivered, for the sum of .. \$873.78 Net

1 - International 2-ton Model D-35
with trade-in allowance on City's present
Model C-30, delivered, for the sum of .. \$1156.26 Net

Bowers' Body Works -- (Fruitland, Maryland)

Salvage Value on the following:

1937 Chevrolet Truck \$ 50.00 Net
1936 Studebaker Truck 50.00 Net
Model C-30 International Truck 125.00 Net

Theis Motors --

Item 1: For Maintenance Department

1 - GMC 1½-ton Pick-up Truck,
With trade-in allowance on '37 Chev. ... \$530.00 Net

Item 2: For Water Department

1 - GMC 1-ton Pick-up Truck,
Straight Sale \$675.00 Net
with trade-in of '36 Studebaker Truck . 550.00 Net

Alternate I --

1 - GMC 1-ton Model with 9' Body,
Straight Sale \$736.20 Net

Alternate II --

1 - GMC 2-ton Pick-up,
Straight Sale \$725.00 Net

Truck for Street Department

1 - GMC Model No. 300,
with trade-in of City's Model C-30
International \$733.85 Net

Motion made and passed that all bids be held in abeyance until Wednesday, May 8, at 7:30 P.M.

22. The City Engineer presented water and sewer applications from the Larmar Corporation concerning the construction of three proposed dwellings located on Booth Street, between Lake Street and Johnson's Pond. The City Engineer pointed out that the construction of approximately 370-feet of water and sewer would be required.

Motion made and passed that construction of sanitary sewer be deferred until funds are available.

Motion made and passed that construction of temporary water main be on the basis of allowing a credit of three times the anticipated annual water rent for the one dwelling now under construction, with the understanding that the Larmar Corporation deposit the residue of funds required, which would be rebated in accordance with rules and regulations of the Water Department as other dwellings are built.

23. The City Engineer presented a letter from L. W. Gunby Company requesting information on the cost of water service to a proposed apartment house to be constructed at the intersection of Monticello and Russell Avenues. The City Engineer pointed out that the approximate construction cost of a 6-inch water main along Monticello Avenue for a distance of 830-feet would be approximately \$1200.00.

Motion made and passed that City Engineer be authorized to advise the L. W. Gunby Company that a deposit of \$500.00 would be required for the water main; the sum of \$35.00 for the water service connection; and the sum of \$85.00 for the construction of a manhole built at the junction of the property sewer outlet and the City's main line sewer.

24. The City Engineer presented application for water and sewer from S. Norman Holland in order to serve Lot 17 of the Forest Lane Drive Subdivision. The City Engineer pointed out that approximately

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200-linear feet of water and sewer would be required to serve Lot 17.

Motion made and passed that sanitary sewer construction be deferred until funds are available.

Motion made and passed that construction of water main be made on the basis of a credit of three times the anticipated annual water rent for construction purposes, with the understanding that the property owner deposit the residue of costs, which would be refunded as other dwellings are built, in accordance with rules and regulations of the Water Department.

25. Motion made and passed that Vouchers 13,323 to 13,334, inclusive, be approved for payment.

There being no further business, meeting adjourned at 12:30 A.M.

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk

CITY HALL, SALISBURY, MARYLAND - MAY 8, 1940

The Mayor and Council of Salisbury met in special session at the City Hall on Wednesday, May 8, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, Werner T. Gardner, Hilary M. Taylor, William W. Dixon, and Eugene M. Messick.

1. Deputy Clerk Parker opened the sealed statement of returns from the Judges of the General Election held on May 7, 1940. The returns were as follows:

Election District	For Mayor	Total-- Votes - each	For Council	Total Votes - ea.
PARSONS)	I. Virgil Hitchens	185	John G. Howie	154
)	Earl F. Nibblett	1	John E. Morris	124
)	Simon Horsey	1	James Steuwart	1
)	Blair L. Crockett	1	Claude Russell	1
)			William Koff	1
)			W. T. Gardner	1
SALISBURY)	I. Virgil Hitchens	61	John G. Howie	46
)	H. L. Loreman, Sr.	1	John E. Morris	50
)	Norman U. Perdue	1	H. L. Loreman, Sr.	1
)			W. Tracy Holland	1
)			Oscar L. Morris	1
CAMDEN)	I. Virgil Hitchens	130	John G. Howie	111
)	Arthur W. Boyce	1	John E. Morris	142
)	Alfred T. Truitt	1	W. T. Gardner	1

2. Motion made and passed that Deputy Clerk be authorized to notify Insley Brothers Insurance Company to include Fire and Theft Insurance on the City's 1936 and 1938 International Trucks, respectively, which are insured now with the Insley Brothers for Public Liability and Property Damage.

3. Motion made and passed that Harris J. Riggin, Avery W. Hall, and Wade H. Insley be appointed as a committee to examine the City's present insurance policies and rates and submit a report showing the existing insurance schedules and their suggestions for furnishing insurance protection to the City in the most economical way.

4. The City Engineer presented miscellaneous bids which had been presented at the regular meeting of the Mayor and Council held on May 6 pertaining to the purchase of four (4) trucks to replace those units damaged by a recent fire at the Mill Street Yard. After a discussion of the various bids and equipment, motion made and passed that orders for equipment be placed as follows:

Oliphant Chevrolet Sales, Inc. --

1 - 1940 1-ton Chevrolet,

on the basis of a trade-in of Studebaker (1936) Serial No. 2T2-6119, for the sum of \$669.10.

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Wicomico Motor Company --

1 - 1940 1-ton Dodge,

on the basis of a straight sale for the sum of \$743.73.

Mills & Smith --

1 - 1940 Plymouth Pick-up,

on the basis of a trade-in of 1937 Chevrolet,
Serial No. 14FB05, for the sum of \$547.00.

Baysinger, Inc. --

1 - 1940 D-30 International,

on the basis of a straight sale for the sum of \$973.78.

There being no further business, meeting adjourned at 10:30 P.M.

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk

CITY HALL, SALISBURY, MARYLAND - MAY 13, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, May 13, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, Werner T. Gardner, Hilary M. Taylor, William W. Dixon, and Eugene M. Messick.

1. Motion made and passed that minutes of the last regular meeting, and those of a special meeting held on May 8, be approved as read.
2. Motion made and passed that Parking Ticket Nos. 4260, 4359 and 3619 be excused.
3. Messrs. Richard Phillips, C. S. Bridgewater, and Howard C. Hitch appeared before the Mayor and Council and presented a petition requesting curbing and guttering on Saratoga Street.

Motion made and passed that petition be received and filed.

4. Mr. Tracy Holland, Chairman of the City Traffic Commission, appeared before the Mayor and Council in regards to placing "NO PARKING" signs on the East side of Mill Street, between Chestnut and Bush Streets; also, "NO PARKING" signs in the vicinity of the Baseball Park.

Motion made and passed that City Engineer be authorized to place "NO PARKING" signs as recommended by the City Traffic Commission.

5. Motion made and passed that Chief Holland's Weekly Report be received and filed.
6. Mr. Vaughn Marshall appeared before the Mayor and Council requesting an adjustment in the water account of Julia C. Marshall for property located at 803 W. Main Street. Deputy Clerk Parker pointed out that minutes of November 13, 1939 permitted a 50% adjustment in this account, provided the property connected to the City's sewer.
7. Representatives of the Eastern Shore Public Service Company appeared before the Mayor and Council regarding a proposed easement for electric pole lines to be located on the North Bank of the Wicomico River, between the Pennsylvania Railroad Tracks and the Snow Hill Road.

Motion made and passed that City Solicitor be authorized to prepare an easement from Larmar Corporation, J. Roland Dashiell, and Hilary M. Taylor, conveying a 10-ft. parcel of land 15 feet North of the shore line abutting the properties of the Larmar Corporation and J. Roland Dashiell, and a 10-ft. area adjoining the North shore line abutting the property of Hilary M. Taylor, with the expressed understanding that the City will not be responsible for the maintenance of any bulkheads or roadways.

8. Mr. Elwood Nelson appeared before the Mayor and Council requesting that two signs be erected in front of his place of business, located on Lake Street, prohibiting parking between the aforesaid signs.

Motion made and passed that City Engineer be authorized to notify Mr. Nelson the cost of the signs and posts.

9. Mr. Richard Pillsbury appeared before the Mayor and Council requesting a donation of Fifty Dollars (\$50.00) for the Ocean Highway Association.

Motion made and passed that this matter be held for future consideration.

10. Motion made and passed that City Solicitor be authorized to prepare an ordinance for the Delmarva Master Cleaners for a permit to alter and extend their dry cleaning plant located at 234 S. Division Street.
11. Motion made and passed that Building Inspector be authorized to have Carl S. Goslee Roofing Company repair the downspouts on Fire House No. 2 at a cost to the City of Twenty Dollars (\$20.00).
12. Motion made and passed that Building Inspector be authorized to notify the Eastern Shore Public Service Company to install two 100 c.p. street lights on Roger Street at a cost to the City of \$45.94 per year.
13. Motion made and passed that Ordinance No. 411, and ordinance authorizing and directing the Clerk of the City of Salisbury to issue a permit to J. Ralph Tingle and George W. Disharoon, partners trading as Del-Mar-Va Master Cleaners, in accordance with their application for a permit to alter and extend their dry cleaning plant in the concrete block building owned by them, located at 234 South Division Street, in the City of Salisbury, Maryland, be read, posted, advertised, and all property owners within 300-feet be notified and passed for first reading.
14. Mr. Thomas Pusey appeared before the Mayor and Council asking that they authorize the City Clerk to record his deed before 1940 taxes are paid. City Council referred Mr. Pusey to the County Commissioners in order to get their approval for the transfer on the County Books.
15. City Engineer Gardner presented a letter from Elliott Lewis requesting the City to widen Market Street, opposite the A and P Market for a distance of 10-feet, with the understanding that Mr. Lewis pay for the curb and gutter and providing the City would refund their share of the cost when funds were available.
- Motion made and passed that City Engineer be authorized to notify Mr. Lewis to the effect that it would be impractical to widen this short section of the street unless it is possible to work out a proposition to continue this widening to an intersecting street.
16. Motion made and passed that City Engineer be authorized to purchase 167 steel sewer rods in 3-ft. lengths from the Flexible Sewer Rod Equipment Company of Los Angeles, California. These rods are to replace those damaged in the recent fire at Mill Street Storage Yard.
17. Motion made and passed that City Engineer be authorized to have the weed cutting machine repaired at the Salisbury Battery Company for the sum of \$22.50, as per their quotation.
18. Motion made and passed that City Engineer be authorized to purchase from the Joseph G. Pollard Company one set of water caulking tools

complete. These tools are to replace those damaged in the recent fire at Mill Street Yard.

19. Motion made and passed that City Engineer be authorized to purchase three flood lights from the Taylor Auto Supply Company for the lowest possible price, which are to be installed viz: one on Water Department Truck; one on Maintenance Department Truck; and one on Street Department Truck.
20. Motion made and passed that City Engineer be authorized not to install two parking meters in vacant space on the North side of the Court House as previously authorized by the Mayor and Council.
21. Motion made and passed that Vouchers 13,336 to 13,444, inclusive, be approved for payment.

There being no further business, meeting adjourned at 12:00 Midnight.

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk

EASTERN SHORE PUBLIC SERVICE COMPANY

GENERAL OFFICES

SALISBURY, MARYLAND



May 13, 1940

The Mayor & City Council
Salisbury
Maryland

Attention: Mr. Harry Hastings

Gentlemen:

This is to advise that two 100 C. P. street light brackets on poles #350A and 354B, Rogers Street will cost as follows:

2 - 100 C. P. st. light brackets @ \$13.00 per yr.	\$26.00
1049 ft. of overhead circuit @ \$.019	<u>19.94</u>
Total	45.94

Very truly yours,

R. R. Jefferson
District Manager

em/



LYONORE METAL
PRODUCTS
HEATING, VENTILATING
SHEET METAL
CONTRACTING

CARL S. GOSLEE ROOFING
COMPANY

SALISBURY, MARYLAND
May 8, 1940

TIN, TILE, SLATE
BUILT-UP ROOFING
APPROVED ROOFER
JOHNS-MANVILLE
ROOFING

Mayor & City Council
Salisbury
Maryland

Attention: Mr. Harry Hastings

Dear Sir:

We will make and install two leader
heads and also necessary downspout and
cement same into sewer for sum of TWENTY
DOLLARS (\$20.00).

Yours very truly,

CARL S. GOSLEE ROOFING CO.

Per: *Carl S. Goslee*

CSG:EWT

CITY HALL, SALISBURY, MARYLAND - MAY 20, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, May 20, 1940, at 9:36 P.M. with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, John E. Morris, Eugene M. Messick and John G. Howie.

1. At this point in the meeting, Mayor I. Virgil Hitchens read his message to the Council which contained recommendations for the ensuing year.

Motion made and passed that Mayor Hitchen's statement be received and become a part of these minutes.

2. Mr. S. Norman Holland appeared before the Mayor and Council requesting water and sewer facilities for a dwelling to be erected on Lot 11 of the Fore Lane Sub-division.

Motion made and passed that the City Engineer be authorized to extend water to this property upon payment of \$72.50 which will be refunded in accordance with rules and regulations of the Water Department.

Motion made and passed that City Engineer be authorized to construct 190 feet of 8-inch sanitary sewer in order to serve this lot, providing that the property owner deposit the sum of \$190.00 prior to construction which will be refunded if and when funds are available.

3. The City Engineer presented an application for water and sewer from Edward and Ida Malcom for property located on W. Calloway Street. The City Engineer pointed out that a 50-ft. water extension would be required and a 50-ft. sewer extension would be necessary.

Motion made and passed that water main be extended in accordance with rules and regulations of the Water Department and that the sewer be extended providing the Property Owner deposited the sum of \$50.00 prior to construction, which would be refunded if and when funds are available.

4. Motion made and passed that City Solicitor be authorized to prepare a legal opinion regarding dedication proceedings for the acquisition of public streets by the Mayor and Council. This information requested by the Work Projects Administration in connection with the present program involving street repairs within the corporate limits of Salisbury.
5. Motion made and passed that City Solicitor be authorized to prepare an easement granting rights to the extent of a 2-ft. width easement of a public alley owned by the Mayor and Council abutting the Field's property for the purpose of erecting a fire escape on Mr. Field's building with the understanding that Mr. Fields will convey to the City an easement of approximately 10-ft. on the West side of his property and, further, sign a release waiving any claims for damages against the city in the construction, reconstruction and maintenance of water and sewer located in aforesaid public alley.

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May 20, 1940

6. The City Engineer presented three propositions involving the construction of retaining walls and slope areas on the Board of Education property abutting Carroll Street.

Motion made and passed that City Engineer be authorized to confer with the Board of Education and work out a plan without obligating the Mayor and Council.

7. Motion made and passed that City Engineer be authorized to obtain information and prices on a set of platform scales to be installed at Willow Street Yard for the purpose of weighing materials purchased by the City.
8. Motion made and passed that City Engineer be authorized to purchase seventy (70) steel sewer rods at the rate of \$2.95, each, from the Brinker Supply Company of Pittsburgh, Pennsylvania. This equipment to be used on sewer cleaning apparatus owned by the City.
9. Motion made and passed that City Clerk be authorized to notify the Salisbury By-Pass Committee of a meeting to be held on Friday, May 24, at 8:00 P.M. in regards to the extension of the Salisbury Boulevard.
10. Motion made and passed that City Engineer be authorized to hire a road roller, if necessary, to be used in conjunction with street surfacing work.
11. Motion made and passed that City Engineer be authorized to secure a valuation of buildings and equipment owned by the City for the Insurance Committee.
12. Motion made and passed that City Treasurer be authorized to transfer \$800.00 from the Public Improvement Account to the Capital Fund so as all work previously authorized by the Mayor and Council may be completed.
13. Motion made and passed, effective this date, that all sewer services now extended to property lines requiring lower depths be reconstructed by the City at the Property Owner's expense; said construction cost to be deposited prior to reconstruction.

There being no further business, meeting adjourned at 11:00 P.M.

Hilary M. Taylor, President

L. Thomas Parker, Jr., Deputy Clerk

Mr. President and Members of the City Council:

Beginning tonight this group is privileged to act as the people's representatives in the administration of the Municipal affairs of our City. Many problems face us, but having had the opportunity of serving on the Council with the majority of you men, I feel that we will cheerfully accept responsibilities and discharge our obligations so that our City may produce the most efficient public service at the lowest possible cost.

With this thought in mind, I am presenting the following recommendations for your consideration:

FINANCIAL PLAN

Develop a plan whereby a constant and active follow-up of delinquent taxes, special assessments and water accounts will be made.. In regards to this plan, install a system so that delinquent taxes can be paid quarterly and on a monthly basis, if necessary.

Publish monthly statements of income and expenses pertaining to all funds of the City.

Select a Finance Committee composed of three or more members of the City Council, the City Treasurer and the Mayor to meet at least once a month in order to keep a constant check on the City's Financial condition.

HEALTH PROBLEMS

Work out a practical plan for the purpose of removing cesspools and out-door toilets on those streets where City water and sewer are available. According to the City Engineer's estimate, there are approximately two hundred (200) dwellings not connected to the Water and Sewer System. In the interest of Public Health, this matter should be given serious consideration.

PLANNING REQUIREMENTS

Several sections of the City Charter should be revised as early as possible. The rapid growth of Salisbury has made the

present charter impractical in many ways. A small committee should be selected to submit suggestions for proper revision.

The City Zoning Law, Building Code, Plumbing Code and Fire Limits should be thoroughly reviewed by committees, including respective department heads, and suggestions for revisions or amendments in the form of written reports should be placed before this Board.

Special meeting should be arranged at least once a month for the purpose of discussing major projects, such as garbage incineration, development of water and sewer requirements, recreational facilities, proposed opening and widening of streets, or any future project essential to the well-being of the Community.

PUBLIC IMPROVEMENTS

Many demands for public improvements are before us in the form of petitions and applications. The requests are primarily for curbs, gutters, hard-surfaced streets and extensions to the water and sewer systems. A systematic collection of delinquent taxes and special assessments accounts will partially solve the construction of some of the most urgent improvements.

MERIT SYSTEM

In view of the fact the people of Salisbury voted in favor of a merit system for City Employees, I believe we should go into the matter at our earliest opportunity. An ordinance with proper amendments as required, will prove beneficial to the City Employees and the public as well.

Other recommendations will be presented from time to time as the occasion demands. In the meantime, I want each and every member of the City Council to feel free to make suggestions, as my only interest is a sincere desire to see Salisbury go forward in every respect.

J. Virgil Fitchers

CITY HALL, SALISBURY, MARYLAND - MAY 20, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, May 20, 1940, at 7:30 P.M. with the following present: Mayor Arthur W. Boyce, Councilmen I. Virgil Hitchens, Werner T. Gardner, Hilary M. Taylor and Eugene M. Messick. Councilman William W. Dixon was absent.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Motion made and passed that letter from Mr. Ray Phillips be received and held under consideration.
3. Motion made and passed that Parking Ticket Nos. 4068 and 4417 be excused.
4. Motion made and passed that Ordinance No. 411, an ordinance authorizing and directing the Clerk of the City of Salisbury to issue a permit to J. Ralph Tingle and George W. Disharoon, Partners trading as the Delmarva Master Cleaners to alter and extend their dry cleaning plant at 234 S. Division Street, in the City of Salisbury, Maryland, there being no objections, be finally passed.
5. At 8:00 P.M. the City Engineer presented sealed bids under Contract 394-WD for the construction of a 12-inch submarine crossing under the Wicomico River in accordance with plans and specifications prepared by the Engineering Department. The following bids were received:

<u>Name of Contractors</u>	<u>Address</u>	<u>Total Bid</u>
George and Lynch	Dover, Delaware	\$ 5,923.50
A. Stanley Mundy Co., Inc.	Woodbridge, New Jersey	5,486.12
Nock Construction Co.	Salisbury, Maryland	3,900.00
Tuller Constr. Co.	Red Bank, New Jersey	19,400.00
McLean Constr. Co.	Baltimore, Maryland	8,500.00

(a) Bid submitted by George and Lynch was accompanied by a certified check in the amount of \$300.00.

(b) Bid submitted by A. Stanley Mundy & Company did not have certified check attached.

(c) Bid submitted by Nock Construction Company was accompanied by a certified check in the amount of \$195.00.

(d) Bid submitted by Tuller Construction Company was accompanied by a certified check in the amount of \$1,000.00.

(e) Bid submitted by McLean Contracting Company was accompanied by a certified check in the amount of \$500.00.

Motion made and passed that contract for the construction of a submarine crossing, in accordance with City Engineer's plans and specifications, be awarded to the lowest bidder, Nock Construction Company of Salisbury, Maryland, subject to the execution of a contract and performance bond.

6. Mr. R. E. Cook appeared before the Mayor and Council asking for one of the Parsons' estate houses to be used as the colored nursery.

Motion made and passed that this be held under consideration.

Minutes of Mayor and Council Meeting

Page 2

May 20, 1940

7. The City Engineer presented sealed bids on two hundred and seventy-eight (278) parking signs to replace those damaged by a recent fire at Mill Street Yard. The following bids were received:

<u>Name of Bidders</u>	<u>Address</u>	<u>Total Bid</u>	<u>Discount</u>
Aeroil Burner Co., Inc.	West New York, N.J.	\$249.00	1% - 10 days
Lyle Signs, Inc.	Minneapolis, Minn.	262.70	none
Municipal Street Sign	Brooklyn, New York	334.00	none

Motion made and passed that City Engineer be authorized to purchase from the lowest bidder, Aeroil Burner Company, Incorporated of West New York, New Jersey, two hundred and seventy-eight (278) parking signs as per City Engineer's letter dated May 14, for the sum of \$249.00 delivered to Mill Street Storage Yard and subject to a discount of one per cent (1%) for payment within ten days.

8. Doctor William H. Murphy appeared before the Mayor and Council and offered his services to dispose of all undesirable cats and dogs which roamed the streets of the City. This matter was held under consideration.

9. Doctor Hurdle appeared before the Mayor and Council regarding the oiling of lakes and ponds for the purpose of mosquito control. Doctor Hurdle stated that he would supervise the operation.

Motion made and passed that the sum of \$100.00, as provided for in the Budget, be used for this purpose.

10. Motion made and passed that Chief Holland's Weekly, Monthly, and Parking Meter Reports, be received and filed.

11. The City Engineer presented a request from the American Legion regarding the clearing of Potters' Field in order that they may hold Memorial Services on Decoration Day.

Motion made and passed that City Engineer be authorized to have the street department clear the weeds and under-growth at Potters' Field.

12. The City Engineer presented claims of Harry Gilliss and Mrs. Lois Hosier regarding damages sustained to their cars.

Motion made and passed that these matters be turned over to the City Solicitor.

13. Motion made and passed that Mayor Arthur W. Boyce and Council President I. Virgil Hitchens be authorized to execute four copies of Sponsor's Proposal No. 27, WPA Project No. 3529 Revised, covering the construction of Sidewalks, Curbs and Gutters within the corporate limits of Salisbury.

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14. At this point in the meeting, I. Virgil Hitchens submitted his written resignation as President of the City Council and Member of the Board.

Motion made and passed that Mr. Hitchen's resignation as President of the Council and Member of the Board be accepted and become a part of these minutes.

15. Motion made and passed that Vouchers 13,445 to 13,467, inclusive, be approved for payment.

There being no further business, meeting adjourned Sine Die at 9:30 P.M.

I. Virgil Hitchens, President

L. Thomas Parker, Jr., Deputy Clerk

City of Salisbury



MARYLAND

MAYOR
ARTHUR W. BOYCE
CITY ENGINEER
CLARKE GARDNER
CITY SOLICITOR
CHARLES J. POTTS
CLERK - TREASURER
J. R. LAWS

MEMBERS OF COUNCIL
I. VIRGIL HITCHENS, PRESIDENT
HILARY M. TAYLOR
WERNER T. GARDNER
WILLIAM W. DIXON
EUGENE M. MESSICK

May 20, 1940

Members of the Council of Salisbury,

Gentlemen:

At the recent elections held for that purpose, the people of the City of Salisbury conferred on me the high honor of serving as Mayor of this City. Necessarily, I am compelled to resign from the position which I now hold in the city government, as a member and president of your group. This letter is to be considered as such resignation.

At the same time, I want to express to each of you my appreciation for the genuine interest you have shown in all problems with which we were confronted, and hope that no circumstances will arise in the future to cause any substantial differences between us, but, on the contrary, we shall all work towards the advancement of Salisbury.

With my kindest regards, I am,

Very truly yours,

I. Virgil Hitchens

CITY HALL, SALISBURY, MARYLAND - MAY 27, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, May 27, 1940 at 7:30 P.M. with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, Eugene M. Messick, John E. Morris and John G. Howie.

1. Motion made and passed that minutes of the last meeting be approved as read.
2. Messrs. W. F. Messick and Rollie Hastings appeared before the Mayor and Council presenting a bill in the amount of Twenty-one Dollars (\$21.00) which the Trinity M. E. Church had paid for work done on sewer. Mr. Messick explained that the work done on the Church property was due to sewer stoppage in North Division Street.

Motion made and passed that the City refund the Trinity M. E. Church the sum of Twenty-one Dollars (\$21.00) as per bill presented to the Church by Paul J. Richardson (plumber).

3. Messrs. C. D. Sergeant and Calvin D. White appeared before the Mayor and Council requesting street improvements on Belle Avenue and South Park Drive; also, a request was made for sanitary sewer on South Park Drive to serve the premises of Mr. James Lowe.

Motion made and passed that City Engineer be authorized to grade Belle Avenue.

Motion made and passed that request for sanitary sewer be held for further consideration.

4. Mr. Ralph Williams appeared before the Mayor and Council regarding the lowering of a sewer connection for the Schaller property located on Washington Street.

Motion made and passed that City Engineer be authorized to extend a new connection to the property line, allowing a greater depth in order to serve fixtures in the basement, providing the sewer line can be constructed with a grade in conformity with best engineering practices.

5. Mr. Brooks Dolby appeared before the Mayor and Council requesting sanitary sewer on South Park Drive in the Rich-Wil Park Sub-division.

Motion made and passed that this request be held for future consideration.

6. Mr. R. E. Cook appeared before the Mayor and Council asking for one of the Parsons' estate houses to be used as the colored nursery.

Motion made and passed that this request be granted with the understanding that Mr. Cook take upon himself the removal of the house now occupying this property and, further, that the City will not be responsible for any liability in connection with the use of the house as a nursery.

7. Motion made and passed that Chief Holland's weekly report be received and filed.

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8. Chief Holland presented a request in regards to the traffic congestion on Brown Street in front of the mill property owned by the G. A. Bounds Company.

Motion made and passed that this matter be referred to the Traffic Commission.

9. Upon recommendation of the Building Inspector, motion made and passed that City Engineer be authorized to prepare a plat regarding a change in Zoning requirements on S. Division Street, from Lincoln Avenue to City Limits.
10. The City Engineer presented sealed bids on 10,000 gallons of RC-3 Asphalt. The following bids were received:

Name of Bidders	Address	Rate per Gallon	Discount
Mexican Petroleum Co.	Baltimore, Md.	\$0.067	2% - 10 days
Standard Oil Co.	Salisbury, Md.	0.0686	2% - 10 days
Texas Co.	New York City	0.0676	2% - 10 days

Motion made and passed that City Engineer be authorized to place an order for 10,000 gallons of RC-3 Asphalt, delivered to Mill Street Siding in insulated tank car with heater connections, to the lowest bidder, Mexican Petroleum Company of Baltimore, Maryland, at the rate of \$0.067 per gallon, subject to a discount of 2 per cent for payment within ten days.

11. Motion made and passed that City Engineer be authorized to purchase from L. W. Gunby Company thirty (30) gallons of Gilbert Spruance Yellow and White Traffic Paint for the sum of Sixty Dollars (\$60.00) delivered to Mill Street Storage Yard, as per their quotation dated May 23, 1940.
12. Councilman Morris stated that the Mayor and Council were invited to attend the ceremonies on Memorial Day to be held under the auspices of the American Legion and that they were also invited to take part in the Safety Patrol Parade on June 1st, (Saturday).
13. The City Engineer pointed out that all curb and gutter work on Camden Avenue, between South Boulevard and College Avenue, had been completed with the exception of two small sections abutting the properties of Ted White and Vaughn Williams. The City Engineer also pointed out that an ordinance had been previously passed covering the collection of any unpaid amounts and under the circumstances recommended that the remainder of the curb and gutter work be completed.

Motion made and passed that City Engineer be authorized to complete the curb and gutter work abutting the properties as mentioned above and that the City Treasurer be authorized to render bills in accordance with the provisions of the city ordinance.

14. Motion made and passed that City Engineer be authorized to purchase

one (1) canopy top for motor grader unit from the McClung-Logan Equipment Company of Baltimore, Maryland for the sum of \$33.00.

15. The City Engineer presented an offer from Mr. Henry W. Roberts in which Mr. Roberts agreed to furnish bank-run gravel for Druid Hill Avenue, providing the City would haul the materials from his pit located near Hebron and apply same on street.

Motion made and passed that City Engineer be authorized to thank Mr. Roberts but in view of the fact that the City did not have any additional funds for maintenance work, it would be impossible to accept his offer at this time.

16. The City Engineer presented certificate of Proof of Loss regarding the recent fire damages to Mill Street Barn in the amount of \$1,405.38.

Motion made and passed that this certificate be executed on behalf of the Mayor and Council by Mayor I. Virgil Hitchens.

17. Motion made and passed that City Engineer be authorized to purchase one ton of Calcium Chloride to be applied on Middle Boulevard, between Smith Street and East Street, in order to determine the dust laying properties of this chemical.

18. The City Engineer presented project for colored recreational center involving a swimming pool; also, the filling in or Cranberry Bog with material received from the dredging operations in the Wicomico River. In submitting this project, the City Engineer pointed out that it covered the construction of a swimming pool only and no bath houses or other equipment incidental to the swimming pool are included in this project.

Motion made and passed that City Engineer be authorized to submit this project to the Work Projects Administration after being executed on behalf of the Mayor and Council by I. Virgil Hitchens, Mayor; Hilary M. Taylor, President of Council; and L. Thomas Parker, Jr., Assistant Treasurer.

19. The City Engineer discussed the matter of acquiring land for future sewage treatment plant site involving approximately nine (9) acres of land located in the vicinity of Glen Street. The City Engineer pointed out that the location had been more or less pre-determined by the Salisbury Water and Sewer Commission by the proposed design of the City's outfall sewers. The City Engineer further pointed out that if this particular location is not purchased it may be necessary in the future to acquire land further down the River which would necessitate a larger expenditure of funds in constructing additional sewer mains.

Motion made and passed that this matter be held for consideration at the next regular meeting of the Mayor and Council.

20. The City Engineer presented plans showing a proposed widening of

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Fitzwater Street in the vicinity of the Ship Yard property; also, a plan of a proposed bridge to replace the existing narrow wooden structure.

Motion made and passed that a committee, composed of Councilman Eugene M. Messick and City Engineer Clarke Gardner, be authorized to contact Mr. Paul Watson, President of the Salisbury Yacht Building Company, regarding the probability of acquiring a parcel of land for street widening purposes.

21. At the request of the City Council, the City Engineer presented a proposed sanitary sewer program covering previous applications, the tentative estimated construction costs amounting to approximately \$50,000. The City Engineer pointed out that the actual construction covered complete blocks and did not necessarily cover short extensions amounting to 100 feet to 200 feet to serve any particular property.

Motion made and passed that City Engineer be authorized to submit this program at the next regular meeting of the Mayor and Council.

22. Motion made and passed that City Treasurer be authorized to draw a check in the amount of \$11.80 to Mrs. Lois Hosier of New Church, Virginia for payment of damage done to windshield of Plymouth Car, as per claim submitted.
23. Motion made and passed that City Treasurer be authorized to draw a check in the amount of \$13.27 to Mr. Harry Gilliss of Salisbury, Maryland for payment of damage done to automobile tire which occurred at the intersection of W. Main and Second Streets, as per claim submitted.
24. Claims in paragraphs 23 and 22 are to be paid subject to releases being prepared by the City Solicitor and being signed by the Claimants.
25. Motion made and passed that Deputy Clerk be authorized to purchase the two (2) fluorescent lights from the Artcraft Fixture Company of Salisbury, Maryland, which are now being used in the Council Chamber.
26. Motion made and passed that Acting City Treasurer Ball be authorized to borrow on DEMAND NOTE from the Mayor and Council Water Department, a sum not to exceed Six Thousand Dollars (\$6,000.00) at a rate of two per cent interest.
27. Motion made and passed that Acting City Treasurer Ball be authorized to borrow on DEMAND NOTE from Theodore S. Hearn a sum of Three Thousand Dollars (\$3,000.00) at a rate of four per cent interest.
28. Motion made and passed that Vouchers 13,468 to 13,528, inclusive, be approved for payment.

There being no further business, meeting adjourned at 2:00 A.M.

Hilary M. Taylor, President

L. Thomas Parker, Jr., Deputy Clerk

CITY HALL, SALISBURY, MARYLAND JUNE 3, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, June 3, 1940, at 7:30 P.M. with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, Eugene M. Messick, John E. Morris and John G. Howie.

1. Motion made and passed that minutes of the last meeting be approved as read.
2. Motion made and passed that City Solicitor be authorized to write a letter to Mr. Abel Winder, 803 W. Main Street, Salisbury, Maryland, notifying him that due to complaints received at this office, it was necessary for him to comply with the rules and regulations of the City's Plumbing Code by connecting to the city's sewer.
3. Messrs. James Lowe, Lloyd Richardson and Brooks Dolby, with Mr. C. D. Sergeant, appeared before the Mayor and Council requesting sanitary sewer facilities for dwellings to be constructed along South Park Drive, between Bennett Avenue and South Park Avenue.

Motion made and passed that City Engineer be authorized to prepare plans, obtain permit from the State Board of Health, and submit plans to the Work Projects Administration, requesting authority to include the construction of this sewer in the present City/WPA sewerage project; and, further, upon receipt of approval from the various authorities, the City Engineer be authorized to construct the aforesaid 10-inch sanitary sewer in South Park Drive, between Bennett Avenue and South Park Avenue.

4. Mr. C. D. Sergeant presented a letter to the Mayor and Council in which he requested definite information from the City regarding the surfacing of Monticello Avenue and Federal Street. After a brief discussion, the Council stated that no definite date for street surfacing could be given; however, authority was granted to the City Engineer to write a letter to the F.H.A. Authorities to the effect that the City would furnish adequate maintenance to the roadbeds.
5. Chief W. B. Disharoon and Benjamin R. Calloway, of Fire Company No. 2, appeared before the Mayor and Council and stated that it would cost approximately Six Hundred Dollars (\$600.00) to repair bath room and install new plumbing fixtures at Fire House Building No. 2 and request that the City assume one-half the expense.

Motion made and passed that this matter be deferred until the next regular meeting.

6. Mr. Denmead Kolb appeared before the Mayor and Council requesting the construction of approximately 400 linear feet of water main along Druid Hill Avenue, beginning at River Road, in order to serve several buildings to be erected on three lots. The Council discussed this matter stating that the extension would be outside the City Limits and a deposit of Two Hundred Dollars (\$200.00) would be required, which sum would not be refundable. Mr. Kolb stated that this arrangement was satisfactory to him and under these conditions, motion was made and passed that City Engineer

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be authorized to construct approximately 400 linear feet 6-inch cast iron water main along Druid Hill Avenue and River Road to serve the aforesaid properties with the understanding that Mr. Kolb deposit the sum of Two Hundred Dollars (\$200.00) at the office of the Water Department prior to construction.

7. Motion made and passed that Chief Holland's weekly report be received and filed.
8. Motion made and passed that Parking Ticket Nos. 4391, 4453, and 4249 be excused.
9. Motion made and passed that City Engineer be authorized to construct approximately 190 feet of 8-inch sanitary sewer in order to serve Lot No. 11 of S. Norman Holland's sub-division on Forest Lane Drive.
10. Doctor Brown (colored), representing the colored recreational committee, appeared before the Mayor and Council requesting a donation of Five Hundred Dollars (\$500.00) to purchase playground equipment.

Motion made and passed that this matter be held in abeyance until Doctor Brown has contacted the Wicomico County Commissioners in order to determine to what extent they will contribute towards the purchase of playground equipment.

11. The City Engineer presented sealed bids on 150 barrels of Portland Cement, in paper bags, which were as follows:

Name of Bidder	Address	Unit Bid
Nock Coal Company	Salisbury, Maryland	\$2.28 per bbl.
E. S. Adkins & Company	Salisbury, Maryland	2.33 " "
Pocahontas Coal Company	Salisbury, Maryland	2.249 " "

Motion made and passed that City Engineer be authorized to award contract for 150 barrels of Portland Cement to the lowest bidder, Pocahontas Coal Company, at the rate of \$2.249 per barrel, net, delivered to Mill Street Siding.

12. The City Engineer presented sealed bids on 150 tons of Gravel delivered to stock pile in Municipal Park. The following bids were received:

Name of Bidder	Address	Unit Bid	Discount
J. Edwin Rosser Co.	Federalsburg, Md.	\$2.40 per ton	--
Pocahontas Coal Co.	Salisbury, Md.	2.40 " "	3% - 10 day
Arundel Corporation	Baltimore, Md.	2.60 " "	--
Waller Paving Co.	Salisbury, Md.	2.55 " "	--

Motion made and passed that City Engineer be authorized to purchase 150 tons of 3/4-inch gravel from the lowest bidder, Pocahontas Coal Company, at the rate of \$2.40 per net ton, subject to a discount of three per cent (3%) for payment within ten days delivered to Municipal Park.

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13. The City Engineer presented sealed bids on 15 gallons of red fire hydrant paint and 15 gallons of aluminum paint. The following bids were received:

<u>Name of Bidder</u>	<u>Address</u>	<u>ALLUMINUM PAINT, per Gal.</u>
E. S. Adkins & Co.	Salisbury, Md.	\$2.25
The Burch Paint Co.	Salisbury, Md.	2.40
The Howard Paint Co.	Salisbury, Md.	2.18
L. W. Gunby Co.	Salisbury, Md.	2.75

Motion made and passed that City Engineer be authorized to purchase from the lowest bidder, Howard Paint Company of Salisbury, Maryland, 15 gallons of Aluminum Paint at the rate of \$2.18 per gallon, delivered to Mill Street Storage Yard.

<u>Name of Bidder</u>	<u>Address</u>	<u>RED FIRE HYDRANT PAINT, Gal.</u>
E. S. Adkins & Co.	Salisbury, Md.	\$3.30
The Burch Paint Co.	Salisbury, Md.	2.75
Howard Paint Co.	Salisbury, Md.	3.20
L. W. Gunby Co.	Salisbury, Md.	3.70

Motion made and passed that City Engineer be authorized to purchase from the lowest bidder, The Burch Paint Company of Salisbury, Maryland, 15 gallons of red Fire Hydrant Paint at the rate of \$2.75 per gallon, delivered to Mill Street Storage Yard.

14. Motion made and passed that Building Inspector's report, for the month of May, 1940, be received and filed.
15. Motion made and passed that Plumbing Inspector's report, for the month of May, 1940, be received and filed.
16. Councilman Eugene M. Messick and City Engineer Clarke Gardner presented a report on the acquisition of land for the widening of Fitzwater Street, which was as follows: (1) parcel of land involving approximately one-half an acre from the Salisbury Yacht Building Company for the sum of \$300.00 plus the construction of 300 linear feet of curb and guttering. Messrs. Franklyn Woodcock and Ernest Wheatley, representing the Salisbury Yacht Building Company, stated that the \$300.00 sum could be applied on delinquent taxes.

Motion made and passed that City Solicitor be authorized to prepare the necessary documents covering the purchase of land and easement rights for slope areas from the Salisbury Yacht Building Company.

Motion made and passed that Committee, composed of Councilman Eugene M. Messick, City Engineer Clarke Gardner and Mr. Howard Johnson, be appointed to contact Mrs. Ida Ward Gordy and Thomas Mitchell regarding the acquisition of other land needed for the widening of Fitzwater Street and be authorized to render a report at the next regular meeting.

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17. At this point in the meeting, Council President Hilary M. Taylor, submitted the name of Werner T. Gardner to fill the unexpired term of former Councilman, I. Virgil Hitchens, who had resigned from this post to accept the office of Mayor. Mr. Taylor further stated that he was placing his statement in the form of a motion.

This motion was immediately seconded by Councilman John E. Morris. After a brief discussion by members of the Council, the following vote was taken:

AFFIRMATIVE: Hilary M. Taylor
John E. Morris

NEGATIVE: Eugene M. Messick
John G. Howie

President of Council Taylor asked the other members of the Council if it would be agreeable for the Mayor to cast a vote in order to break the deadlock. Councilman Morris and Taylor stated that this arrangement would be agreeable to them. Councilmen Messick and Howie voted in the negative.

18. At this point in the meeting, Mayor I. Virgil Hitchens asked the City Solicitor if it was possible to call a special election in order to fill the vacancy on the Council. Mayor Hitchens also asked the City Solicitor if it was legal to make his appointments next Monday night having only four members on the City Council.
19. The City Engineer presented telephone quotations from the following bidders on 1-ton of calcium chloride:

Name of Bidder	Address	Unit Bid -- per 100 lbs.
Farmers & Planters Co	Salisbury, Maryland	\$1.40
Pocahontas Coal Co.	Salisbury, Maryland	1.75

Motion made and passed that City Engineer be authorized to purchase one ton of Calcium Chloride, in 100-pound bags, from the lowest bidder, Farmers and Planters, at the rate of \$1.40 per 100 pounds.

20. Councilmen Morris and Messick stated that Mr. Donald Hannaman had called regarding the surfacing of Oakhill Avenue, between Pennsylvania Avenue and Virginia Avenue.

Motion made and passed that City Engineer be authorized to apply calcium chloride on Oakhill Avenue.

21. The City Engineer presented the following bids covering the installation of tool boxes on Plymouth and Chevrolet Trucks.

Name of Bidder	Address	PLYMOUTH TRUCK	CHEVROLET TRUCK
R. D. Grier Co.	Salisbury, Md.	\$39.75	\$65.00
E.S. Body Works	Salisbury, Md.	\$57.00	\$165.00

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Motion made and passed that City Engineer be authorized to have tool boxes installed on Chevrolet and Plymouth Trucks by the lowest bidder, R. D. Grier & Sons Company, at the rate of \$39.75 for the Plymouth and \$65.00 for the Chevrolet.

22. The City Engineer presented a request from the Nock Construction Company to borrow caulking tools, kettle and pipe cutters from the City's Water Department; also, a request to purchase leadite and hemp from the City; all of the above materials and equipment to be used in the construction of a submarine water main across the Wicomico River under Contract 394-WD.

Motion made and passed that this request be not granted.

23. The City Engineer presented a request from Mr. L. S. Short regarding the construction of approximately 100 linear feet of curb and gutter on the South side of Upton Street, beginning at South Division Street. Motion made and passed that City Engineer advise Mr. Short to contact the other property owners on Upton Street and the matter would be given further consideration.

24. Mayor I. Virgil Hitchens presented an alternate route for the extension of the Salisbury By-Pass, which covered the use of E. Main Street and Priscilla Street. In his statement, Mayor Hitchens stated that he thought a considerable sum of money could be saved in the right of way costs and the cost of the utilities.

Motion made and passed that this be held for further consideration.

25. At the request of Mr. S. Norman Holland, the City Engineer was authorized to write a letter to Dr. Blackwell regarding the construction of approximately 500 feet along the East side of Camden Avenue abutting the State Teachers' College, the cost of which would be 50-cents per foot.
26. At the recommendation of the City Engineer, motion made and passed that Treasurer be authorized to prepare a vouchers in the amount of \$1.25, payable to the Superintendent of Documents, Washington, D.C., for the purchase of one book, entitled "Low Dams".
27. Motion made and passed that City Engineer be authorized to construct approximately 75 linear feet of 8-inch sanitary sewer on W. Church Street in order to serve the premises of Mr. I. L. Benjamin.
28. Motion made and passed that City Engineer be authorized to purchase one Pontiac Station Wagon from the Powell Motor Company of Salisbury including the trade-in of Plymouth Coupe for the sum of \$722.00, delivered, as per bid submitted on February 12, 1940. This car to be used in the City's Engineering Department.
29. The City Engineer presented a letter from the Flexible Sewer Rod Company stating that the cost of re-tempering sewer rods damaged in recent fire at Mill Street, would probably exceed cost of new rods. Under these circumstances, motion made and passed that City Engineer be authorized to purchase 100 - 3' steel rods from the

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Flexible Sewer Rod Equipment Company of Los Angeles, California,
for the sum of \$295.00.

30. Motion made and passed that City Treasurer be authorized to draw a voucher in the amount of \$50.00 to the Wicomico County Coordinating Council to help defray expenses for the project carried on in the City Park during the Summer months.
31. Motion made and passed that Vouchers 13,529 to 13,552, inclusive, be approved for payment.

There being no further business, meeting adjourned at 1:00 A.M.

Hilary M. Taylor, President L. Thomas Parker, Jr., Deputy Clerk

CITY HALL, SALISBURY, MARYLAND JUNE 10, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, June 10, 1940, at 7:30 P.M. with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, Eugene M. Messick, John E. Morris and John G. Howie.

1. Motion made and passed that minutes of the last meeting be approved as read.
2. Motion made and passed that Deputy Clerk be authorized to write a letter to the Eastern Shore Public Service Company requesting them to place a shield on the street light at the intersection of Camden Avenue and South Boulevard.
3. The Mayor and Council appointed the following committees to review suggested changes in the Zoning Ordinance in Camden District:
 - (a) Committee for Zoning Changes, West of the Salisbury By-Pass and South of Newton Street: E. Sheldon Jones, John L. Morris, Doctor R. O. Higgins, Lynn Mann, Elmer Williams, Paul Watson, and Elmer Baker;
 - (b) Committee for Zoning Changes, East of the Salisbury By-Pass and South from Lincoln Avenue: William P. Pope, Upshur Morris, John Serman, Emory Leonard, James Larmar, Lester Parsons, and William Mills.
4. Motion made and passed that Deputy Clerk be authorized to accept insurance policy presented by Mr. J. Samuel Carey covering buildings located at City Yard; also, contents of cement house; the total amount of insurance, \$3250.00.
5. Motion made and passed that City Engineer be authorized to extend 100-feet of 2-inch water main on N. Division Street, South from Dover Street, in order to serve the property of Mr. C. C. Hearn.

Motion also made and passed that this account be billed on flat rate basis.

6. Motion made and passed that Committee, composed of Councilmen John E. Morris and Eugene M. Messick together with City Engineer Clarke Gardner, be authorized to investigate the City's Mill Street property and render a report on their findings.
7. The City Engineer suggested that a reinspection of water fixtures be made on all properties having flat rate accounts.

Motion made and passed that this matter be held in abeyance.

8. Motion made and passed that City Engineer be authorized to submit supplementary data to the Work Projects Administration regarding the colored recreational center. The supplementary data to include agreements from War Department regarding spoils area; also, tentative rules and regulations governing the operation of the swimming pool; and a statement to the effect that adequate maintenance of the swimming pool will be provided for upon completion of the pool.

9. Motion made and passed that President of Council be authorized to execute an agreement between the City and the United States Geological Survey regarding the operation of the Government Gaging Station at Schumaker's Dam, in which the City agrees to pay the sum of \$200.00 for the fiscal year July 1, 1940 to July 1, 1941.
10. The City Engineer presented sealed bids on 200 water service boxes and 60 screw type valve boxes. The following bids were received:

<u>Name of Bidder</u>	<u>Address</u>	<u>Total Bid</u>	<u>Discount</u>
Temple Foundry, Inc.	Alexandria, Virginia	\$440.80	none
W. H. Kirkland Co.	Anniston, Alabama	466.00	2% - 10 days
Chemung Foundry Co.	Elmira, New York	494.00	none

Motion made and passed that City Engineer be authorized to purchase water service boxes and valve boxes from the lowest bidder, Temple Foundry, Incorporated of Alexandria, Virginia, for the sum of \$440.80, delivered to Mill Street Storage Yard.

11. The City Engineer presented a bid from Crane Company on miscellaneous galvanized malleable ells for the sum of \$13.98 delivered to Mill Street Storage Yard and subject to a discount of two per cent for payment within ten days.

Motion made and passed that City Engineer be authorized to purchase this material for use in Water Department.

12. Motion made and passed that the Mayor and Council appoint a representative citizens committee to discuss ways and means for financing sanitary sewer extensions within the corporate limits of Salisbury.
13. Motion made and passed that City Engineer be authorized to extend water and sewer on Booth Street for approximately 200-feet in order to serve three dwellings now under construction by the Larmar Corporation, as per applications on file.
14. Motion made and passed that City Engineer be authorized to replace approximately 150 square feet of concrete sidewalks on the South side of Camden Street, abutting the property of Lewis Morgan, which was damaged in recent street widening project.
15. Motion made and passed that City Treasurer be authorized to draw a voucher in the amount of \$300.00 payable to the Salisbury Yacht Building Company for acquisition of land as per plats and deeds prepared by the City Engineer and City Solicitor for the widening of Fitzwater Street.
16. Motion made and passed that City Treasurer be authorized to draw a voucher in the amount of \$100.00 payable to Miss Ida Ward Gordy for acquisition of land as per plats and deeds prepared by the City Engineer and the City Solicitor for the widening of Fitzwater Street.
17. Motion made and passed that City Treasurer be authorized to draw a voucher in the amount of \$300.00 made payable to the Salisbury Fire Department No. 2 for participation in the cost of remodeling and repairing bath room.

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18. Motion made and passed that the Mayor and Council, the Salisbury By-Pass Committee, the City Engineer and City Solicitor, be authorized to meet in Special Session on Friday evening at 8:00 P.M., June 14, 1940, in order to discuss an alternate route for the proposed Salisbury By-Pass.
19. Motion made and passed that Vouchers 13,553 to 13,625, inclusive, be approved for payment.

There being no further business, meeting adjourned at 12 Midnight.

Hilary M. Taylor, President

L. Thomas Parker, Jr., Deputy Clerk

CITY HALL, SALISBURY, MARYLAND -- JUNE 14, 1940

The Mayor and Council of Salisbury met in special executive session at the City Hall on Friday, June 14, 1940, at 11:01 P.M., E.S.T., with the following present: Mayor I. Virgil Hitchens, President of Council Hilary M. Taylor and Councilmen Eugene M. Messick, John E. Morris and John G. Howie.

1. The purpose of the special executive session was to elect a councilman to fill the unexpired term of former councilman, I. Virgil Hitchens, who resigned to accept the office of Mayor.
2. The meeting was called to order by President of Council Hilary M. Taylor.
3. Councilman John E. Morris opened the discussion and offered the name of L. Thomas Parker, Senior, as a candidate for the vacancy on the Council. Mr. Morris offered this candidate in the form of a motion and no action was taken.
4. At this point in the meeting, Councilman Eugene M. Messick introduced a motion naming Albin A. Hayman to fill the vacancy on the Council. This motion was seconded in the affirmative with the vote of Hilary M. Taylor, President of Council. Councilman John E. Morris voted in the negative.

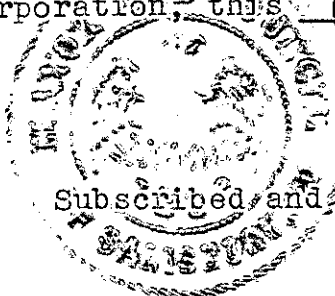
There being no further business, meeting adjourned at 12 Midnight.

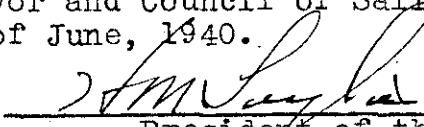
HILARY M. TAYLOR, President and Acting Sec'y.

CERTIFICATION

THIS IS TO CERTIFY that the foregoing is a true and correct copy of the Minutes of the meeting of the Council of Salisbury, at which time Albin A. Hayman was elected a Councilman of Salisbury at a meeting held on June 14, 1940, in the Council Room of the City Hall, at Salisbury, Maryland.

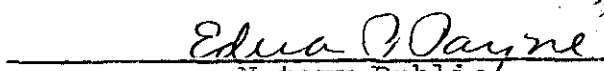
IN TESTIMONY WHEREOF, I have hereunto affixed my signature and the corporate seal of The Mayor and Council of Salisbury, a municipal corporation, this 17th day of June, 1940.





President of the Council
of Salisbury

Subscribed and sworn to before me this 17th day of June, 1940



Notary Public

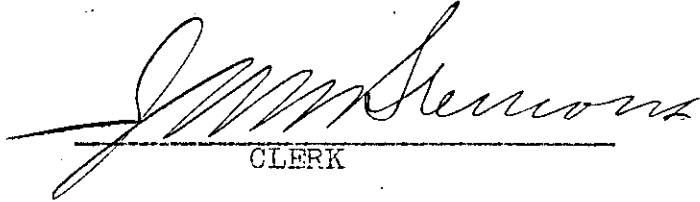


CERTIFICATE OF ELECTION

STATE OF MARYLAND, WICOMICO COUNTY, TO WIT:

Pursuant to the provisions of Section 263 of Article 23 of the Code of Public Local Laws of Maryland and upon a Certified Copy of the Minutes of the meeting of the Council of Salisbury, held on June fourteenth, 1940, I HEREBY CERTIFY that ALBIN A. HAYMAN is a duly elected Councilman of Salisbury, Maryland.

Given under my hand and the seal of the Circuit Court for Wicomico County and State of Maryland, this seventeenth day of June, A. D. 1940.

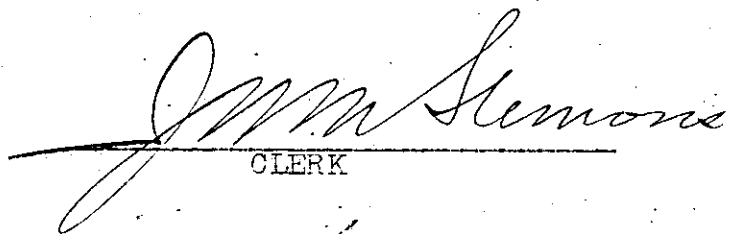

CLERK

CERTIFICATE OF OATH

STATE OF MARYLAND, WICOMICO COUNTY, TO WIT:

Pursuant to the provisions of Section 268 of Article 23 of the Code of Public Local Laws of Maryland, I HEREBY CERTIFY that ALBIN A. HAYMAN has duly qualified for the office of Councilman of Salisbury, Maryland, by taking the prescribed oath.

Given under my hand and the seal of the Circuit Court for Wicomico County and State of Maryland, this seventeenth day of June, A. D. 1940.


CLERK

CITY HALL, SALISBURY, MARYLAND JUNE 14, 1940

The Mayor and Council of Salisbury met in special session at the City Hall on Friday, June 14, 1940, at 8:00 P.M. with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, Eugene M. Messick, John E. Morris and John G. Howie.

1. The primary purpose of this meeting was to discuss the proposed extension of the Salisbury By-Pass with the Salisbury By-Pass Committee; namely, Ralph Grier, Wade Insley and Alfred Truitt, who were also present at this meeting.

Mr. Ralph Grier presented right of way cost data and agreements and stated that including the excess property to be acquired, the approximate cost of the total right of way would amount to \$160,000, but the actual right of way needed would be approximately \$125,000. The matter of setting up a real estate committee to dispose of salvage and excess property was discussed by Alfred T. Truitt.

Mayor I. Virgil Hitchens pointed out the possibilities of utilizing an alternate route via Main Street and Priscilla Street at a considerably lower cost to the City. The City Engineer presented a typewritten memorandum showing tentative cost figures on both routes and, also, certain advantages and disadvantages of each route.

At the conclusion of the various discussions, it was decided that another meeting between the Mayor and Council and the Salisbury By-Pass Committee would be held sometime next week.

2. Chief Holland presented tentative rules and regulations governing the use of the swimming pool and playground equipment at the Municipal Park.

Motion made and passed that these rules and regulations be adopted and a copy be attached to these minutes; and, further, that the Chief post additional copies of these rules and regulations in conspicuous locations in Municipal Park.

3. The City Engineer presented a plat from Parsons Brothers showing the widening of Arch Street and Race Street, between Oak Street and the New Snow Hill Road.

Motion made and passed that City Clerk be authorized to affix his signature on this map indicating the approval of the Mayor and Council insofar as the width of Arch and Race Streets, between Oak Street and New Snow Hill Road, is concerned.

4. The City Engineer presented two copies of WPA Form PD-135 regarding Sponsor's contribution on Municipal Park improvements now in operation.

Motion made and passed that Mayor I. Virgil Hitchens be authorized to execute these forms on behalf of the Mayor and Council of Salisbury.

Minutes of Mayor and Council Meeting

Page 2

June 14, 1940

5. Motion made and passed that City Treasurer be authorized to transfer \$800 from General Fund to Street Improvement Fund.
6. Motion made and passed that City Treasurer be authorized to transfer \$53.97 from the Sidewalk Account to Street Improvement Account.

There being no further business, meeting adjourned at 11:00 P.M.

Hilary M. Taylor, President

L. Thomas Parker, Jr., Deputy Clerk

CITY HALL, SALISBURY, MARYLAND -- JUNE 17, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, June 17, 1940, at 7:30 P.M. with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, Eugene M. Messick, John E. Morris, John G. Howie, and Albin A. Hayman.

1. Motion made and passed that minutes of the last regular meeting held on June 10, and those of the special and executive meetings held on June 14, be received and approved as read.
2. Chief Holland presented a request for a traffic light to be placed at the intersection of E. Main Street and Poplar Hill Avenue.

Motion made and passed that this matter be referred to the Traffic Commission.

3. Motion made and passed that City Engineer be authorized to install one (1) parking sign, with the legend "NO PARKING HERE TO CORNER", on the East side of Division Street near Calvert Street.
4. Motion made and passed that Parking Ticket No. 4434 be excused.
5. Motion made and passed that certificates executed by J. William Slemons, Clerk of the Circuit Court, certifying that Mr. Albin A. Hayman is a duly elected councilman of Salisbury, Maryland, be received and attached to these minutes.
6. Councilman John E. Morris stated he was opposed to the minutes as written of the Executive Meeting of the Mayor and Council held on June 14, 1940

- (a) There was no secretary at this meeting to take the minutes;
- (b) That the minutes were not a full reading of the discussion that took place at this meeting and that these minutes were not written at this meeting but at a later date;
- (c) Also, because there was no motion on the minutes making Councilman Hilary M. Taylor the Acting Secretary.

Motion made and passed that the minutes of the Executive Session held on June 14, 1940 be approved as read. The following vote was taken: Messick, Howie and Taylor in the affirmative; and Morris in the negative.

7. Motion made and passed that City Treasurer be authorized to refund Five Dollars and Fifty Cents (\$5.50) -- Plumbing Permit fee -- to Charles Nickerson. This permit was for the property of Lloyd Chandler located on Lake Street. Councilman Morris was apposed to this refund.
8. Motion made and passed that Chief Holland's weekly report be received and filed.

Minutes of Mayor and Council Meeting

Page 2

June 17, 1940

9. At 8:00 P.M. the City Engineer presented sealed bids on 30,000 gallons of Salisbury "A" Asphalt and 20,000 gallons of Maryland "G" Asphalt, to be furnished and applied on the streets within the corporate limits of Salisbury, under specifications prepared by the City Engineer noted as Contract M-1-40 and dated June, 1940. The following bids were received:

Bituminous Service Co.,
West Chester, Pa.

Maryland "G"		Salisbury "A"	
Unit Price	Total	Unit Price	Total
\$0.087	\$1740.00	\$0.0828	\$2484.00

Total Items 1 and 2, \$4224.00.

Better Roads Corporation,
Baltimore, Maryland

Maryland "G"		Salisbury "A"	
Unit Price	Total	Unit Price	Total
\$0.0874	\$1748.00	\$0.0874	\$2622.00

Total Items 1 and 2, \$4370.00.

Asphalt Service Company,
Baltimore, Maryland

Maryland "G"		Salisbury "A"	
Unit Price	Total	Unit Price	Total
\$0.08	\$1600.00	\$0.08	\$2400.00

Total Items 1 and 2, \$4000.00.

Note: Each bid was accompanied by a certified check in the amount of \$150.00 made payable to The Mayor and Council of Salisbury.

Motion made and passed that contract for furnishing and applying approximately 50,000 gallons of Asphalt on streets within the corporate limits of Salisbury be awarded to the lowest bidder, The Asphalt Service Company of Baltimore, Maryland; and, further, that the Mayor, I. Virgil Hitchens, and President of Council, Hilary M. Taylor, be authorized to execute the contractual documents on behalf of the Mayor and Council of Salisbury.

10. At 8:30 P.M. the City Engineer presented sealed bids on 4500 linear feet of galvanized steel and wrought iron pipe. The following bids were received:

Hubert R. White Hardware Co., Salisbury, Md.

Item 1:	\$215.60
Item 2:	313.21
Item 3:	58.21
Total Items 1 to 3	\$587.02

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R. D. Grier & Sons Company, Salisbury, Md.

Item 1: \$267.00
Item 2: 358.60
Item 3: 66.65
Total Items 1 to 3 \$692.25

Lewis Morgan & Son Co., Salisbury, Md.

Item 1: \$264.00
Item 2: 350.00
Item 3: 65.00
Total Items 1 to 3 \$679.00

Crane Company, Baltimore, Maryland

Item 1: \$210.11
Item 2: 331.63
Item 3: 61.64
Total Items 1 to 3 \$603.38

Speakman Company, Albert Coulbourne, Repr., Salisbury, Md.

Item 1: \$260.89
Item 2: 319.20
Item 3: 59.30
Total Items 1 to 3 \$639.39

Note: (a) Item No. 1 of Hubert White's bid offered a substitution of Toncan Copper Iron Pipe in lieu of Genuine Wrought Iron Pipe, as specified.

- (b) Item No. 1 involves the purchase of 2,000 lin.ft. of 3/4" G.W.I. Pipe.
Item No. 2 involves the purchase of 2,000 lin.ft. of 2" Galv. Steel Pipe.
Item No. 3 involves the purchase of 500 lin.ft. of 1 1/2" Galv. Steel Pipe.

Motion made and passed that Item No. 1, involving the purchase of 2,000 lin.ft. of 3/4" G.W.I. Pipe be awarded to the lowest bidder, Crane Company of Baltimore, Maryland, for the sum of \$210.11 delivered to Mill Street Storage Yard.

Motion made and passed that Item Nos. 2 and 3 be awarded to the lowest bidder, Hubert R. White Hardware Company of Salisbury as follows:

2"
2,000 lin.ft./Galv. Steel Pipe delivered to
Mill Street Storage Yard for the sum of \$313.21;

500 lin.ft. 1 1/2" Galv. Steel Pipe delivered to
Mill Street Storage Yard for the sum of \$58.21.

11. Mr. John E. Morris, Chairman of a Committee composed of Mayor I. Virgil Hitchens, Councilman Eugene M. Messick, and City Engineer Clarke Gardner, presented a report on the City's Mill Street Storage Yard. This report concerned the condition of the

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bulkhead and the buildings damaged by fire; also, the inadequate space provided for the storage of equipment and materials.

Motion made and passed that City Engineer be authorized to prepare tentative plans and submit cost data on a building to be erected on the City's Willow Street Storage Yard.

12. Motion made and passed that City Engineer be authorized to prepare a WPA Project Proposal covering the construction of a new bridge and the widening of Fitzwater Street abutting the properties of the Salisbury Yacht Building Company, Thomas Mitchell, Jr., and Cora Ward Gordy.
13. Motion made and passed that City Engineer be authorized to purchase one dozen (12) First Aid Kits at the rate of seventy-five cents (\$.75) per kit. These units to be placed on city owned equipment.
14. The City Engineer presented a letter dated June 12 from Mr. H. R. Hershey, District Manager of the Work Projects Administration, in which Mr. Hershey stated that it was necessary to suspend curb, gutter and sidewalk operations as of June 29, 1940 because of the fact that a seasonal reduction in WPA Personnel was required.
15. The City Engineer also presented three letters, dated June 13, from Mr. H. R. Hershey, District Manager of the Work Projects Administration, requesting definite locations and sequence of work to be undertaken by the Mayor and Council on WPA Projects governing the construction of sanitary sewers, storm drains, water mains, street repairs, curbs, gutters and sidewalks.
16. Motion made and passed that City Engineer be authorized to suspend operations on water and sewer projects under WPA Sponsor's Proposal No. 33, effective upon the completion of sanitary sewer construction in Forest Lane Drive.
17. Motion made and passed that City Engineer be authorized to employ Robert E. Livingston, Earl Hammond and James Hyde for the purpose of making general reinspection of water fixtures in all properties located within the corporate limits of Salisbury. The rate of salary to be paid is \$12.00 per week per man.
18. The City Engineer pointed out that several complaints had been received regarding the condition of the brick pavement on the North side of E. Church Street, between Baptist Street and N. Division Street.

Motion made and passed that this matter be referred to the Building Inspector for a complete report.

19. The City Engineer submitted a project for laying dust on certain streets by using calcium chloride. The City Engineer pointed out that approximately sixty-three (63) tons of this material would be required and the cost was \$20.50 per ton.

Motion made and passed that this matter be deferred.

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20. Motion made and passed that Superintendent of Water Department be authorized to proceed with the collection of all delinquent water accounts.
21. The City Engineer presented a sewer and water application from Ralph E. and Myrtle M. Matthews requesting facilities for a dwelling to be erected on Monticello Avenue, between Logan Street and Riverside Road. The City Engineer pointed out that approximately 235 linear feet of 2-inch water main extension would be required and approximately 227 linear feet of 12-inch sanitary sewer extension would be necessary.

Motion made and passed that City Engineer be authorized to extend water on the basis of three times the annual water rent, with the property owner depositing the residue of the cost which would be refundable as other houses are built between the limits of the extension, in accordance with the rules and regulations of the Water Department.

Motion made and passed that the construction of the sanitary sewer be held in abeyance until funds are available.

22. Motion made and passed that Vouchers 13,626 to 13,651, inclusive, be approved for payment.

There being no further business, meeting adjourned at 11:30 P.M.

Hilary M. Taylor, President

L. Thomas Parker, Jr., Deputy Clerk

CITY HALL, SALISBURY, MARYLAND -- JUNE 17, 1940

The Mayor and Council of Salisbury met in Executive Session at the City Hall on Monday, June 17, 1940, at 11:35 P.M. with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, Eugene M. Messick, John E. Morris, John G. Howie, and Albin A. Hayman.

1. Mayor I. Virgil Hitchens read a brief statement and presented all of his appointments to the Council for consideration.

After a brief discussion, the confirmation of these appointments were held until a later date.

There being no further business, meeting adjourned at 1:00 A.M.

Hilary M. Taylor, President

L. Thomas Parker, Jr., Deputy Clerk

MINUTES OF EXECUTIVE SESSION OF THE MAYOR & COUNCIL
HELD IN THE CITY HALL ON JUNE 18, 1940

The Mayor and Council met in executive session at 8:00 P.M. in the City Hall, Salisbury, Maryland on Tuesday, June 18, 1940, with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, Eugene M. Messick, John E. Morris, John G. Howie and Albin A. Hayman.

The session was opened by Mayor I. Virgil Hitchens, who submitted to the Council the following appointments:

HARRY S. HASTINGS - Building Inspector; Motion made, seconded, and carried that Harry S. Hastings be confirmed as Building Inspector.

CLARKE GARDNER - City Engineer; Motion made, seconded, and carried that Clarke Gardner be confirmed as City Engineer.

CHARLES J. POTTS - City Solicitor; Motion made, seconded, and carried that Charles J. Potts be confirmed as City Solicitor.

DR. SETH H. HURDLE - Health Officer; Motion made, seconded, and carried that Doctor Seth H. Hurdle be confirmed as Health Officer.

WALTER B. DISHAROON, Chief	)	
NORMAN W. PERDUE, Custodian	)	
CHARLES LIVINGSTON, Custodian	)	FIRE DEPARTMENT --
SHERMAN WALLER, Custodian	)	
EDGAR GORDY, Custodian	)	
BENJAMIN MITCHELL, Custodian	)	

Motion made, seconded, and carried that Walter B. Disharoon (Chief), Norman W. Perdue (Custodian), Charles Livingston (Custodian), Sherman Waller (Custodian), Edgar Gordy (Custodian), and Benjamin Mitchell (Custodian), be confirmed as the Fire Department.

FRED A. GRIER, CHAIRMAN	)	
WALTER S. SHEPPARD	)	
G. WILLIAM PHILLIPS	)	PARK COMMISSION --
ROBERT MORRIS	)	
MRS. FRED P. ADKINS	)	

Motion made, seconded and carried that Fred A. Grier, as Chairman, Walter S. Sheppard, G. William Phillips, Robert Morris and Mrs. Fred P. Adkins, be confirmed as Park Commission.

W. TRACY HOLLAND, Chairman	)	
CLARENCE L. DICKINSON	)	TRAFFIC COMMISSION --
DONALD H. BAYSINGER	)	

Motion made, seconded, and carried that W. Tracy Holland, as Chairman, Clarence L. Dickinson, and Donald H. Baysinger, be confirmed as Traffic Commission.

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GEORGE H. WILLIAMS - Superintendent of Parks; Motion made, seconded and carried that George H. Williams be confirmed as Superintendent of Parks.

WILLIAM CHATHAM - Chief of Police; Motion made by Councilman Morris that William Chatham be confirmed as Chief of Police; reason--always gone along with the Mayor on this one particular appointment because this is the Mayor's responsibility and that he has complete control of the Police Department, exception of paying of salaries.

Motion made by Councilman Messick, seconded by Councilman Hayman, that William Chatham not be confirmed as Chief of Police and the following vote was taken: Councilmen Messick, Hayman, Howie and Taylor voted in the affirmative.

POLICE DEPARTMENT, cont'd ...

CARL W. WILSON - Sergeant;
M. L. BREWINGTON, Sergeant;
T. L. LARMORE, Sergeant;
L. J. JOHNSON - Patrolman;
F. C. RAU - Patrolman;
ELZEY BRIDDELL - Patrolman;
RAY ROTH - Patrolman;
A. C. HUBBERT - Patrolman;
RAYMOND S. SHORES - Patrolman;

Motion made, seconded and carried that Carl W. Wilson (Sergeant), M. L. Brewington (Sergeant), T. L. Larmore (Sergeant), L. J. Johnson (Patrolman), F. C. Rau (Patrolman), Elzey Briddell (Patrolman), Ray Roth (Patrolman), A. C. Hubbert (Patrolman), and Raymond S. Shores (Patrolman), be confirmed.

The following men were appointed by the Mayor as Special Officers:

LANDIS DENNIS - Special Officer;
ERNEST MURRAY - Special Officer;
PAUL KELLY - Special Officer;
S. O. FURNISS - Special Officer;

Motion made, seconded and carried that JAMES A. WHITE be appointed as Plumbing Inspector by the Council.

Motion made, seconded and carried that CLARKE GARDNER be appointed as Superintendent of Water Department by the Council.

Minutes of Mayor and Council Executive Session

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June 18, 1940

Motion made, seconded and carried that FITZHUGH INSLEY be appointed as Harbor Master by the Council.

Motion made and passed that the written list of appointments as submitted by the Mayor be attached to and become a part of these minutes.

Motion made and passed that City Solicitor be authorized to prepare an ordinance for the Holt Oil Company to construct a gasoline storage tank on Lake Street.

There being no further business, meeting adjourned at 9:45 P.M.

Hilary M. Taylor, President

L. Thomas Parker, Jr., Deputy Clerk

Salisbury, Maryland
May 27, 1940

Mr. President, and Members of the Council:

Pursuant to the provisions of Article 23 of the Code of Public Local Laws of Maryland, 1930, entitled "SALISBURY", commonly known as the "City Charter", it is my privilege at this time to make certain appointments:

I have considered many desirable applicants. Taking into consideration the duties and responsibilities of each position, I wish to submit the following appointments, whom I believe will be qualified for their respective offices:

BUILDING INSPECTOR	<u>Harry S. Hitchens</u>
CITY ENGINEER	<u>Clash Gardner</u>
CITY SOLICITOR	<u>Charles J. Potts</u>
CITY TREASURER	
HEALTH OFFICER	<u>Doctor Seth H. Hurdle</u>
FIRE DEPARTMENT:	
CHIEF	<u>Walter B. Disharoon</u>
CUSTODIAN	<u>Norman Perdue</u>
CUSTODIAN	<u>Charles Livingston</u>
CUSTODIAN	<u>Sherman Waller</u>
CUSTODIAN	<u>Edgar Gordy</u>
CUSTODIAN	<u>Benjamin Mitchell</u>
POLICE DEPARTMENT:	
POLICEMAN	<u>Not Appointed</u> <u>W. H. Holland</u>
POLICEMAN	<u>Sargent</u> <u>E. W. Willson</u>
POLICEMAN	<u>A. C. Hubbert</u>
POLICEMAN	<u>L. L. Johnson</u>
POLICEMAN	<u>W. C. Rane</u>
POLICEMAN	<u>Sargent</u> <u>W. L. Brewington</u>
POLICEMAN	<u>Raymond S. Shores</u>
POLICEMAN	<u>Sargent</u> <u>J. L. Larmore</u>
POLICEMAN	<u>Oliver Bridgell</u>
POLICEMAN	<u>Raymond Poth</u>

7 SPECIAL TRAFFIC POLICEMAN *Chief William Chatham*
SPECIAL POLICEMAN *Landis Dennis*
SPECIAL POLICEMAN *Earnest Murray*
SPECIAL POLICEMAN *Paul Kelley*
SPECIAL POLICEMAN *H. O. Furness*
PARK SUPERINTENDENT *George H. Williams*
PARK COMMISSION:
CHAIRMAN *Fred A. Grier*
MEMBER *Walter S. Sheppard*
MEMBER *G. Williams Phillips*
MEMBER *Robert Morris*
MEMBER *Mrs Fred P. Adkins*
TRAFFIC COMMISSION:
CHAIRMAN *W. Tracy Holland*
MEMBER *Charles Dickinson*
MEMBER *Donald H. Baysinger*

Respectfully submitted,

J. W. Fitchens
Mayor

CITY HALL, SALISBURY, MARYLAND -- JUNE 21, 1940

The Mayor and Council of Salisbury met in special session at the City Hall on Friday, June 21, 1940, at 8:00 P.M. with the following present: Mayor I. Virgil Hitchens, President of Council Hilary M. Taylor, and Councilmen Eugene M. Messick, John E. Morris, John G. Howie, and Albin A. Hayman.

1. The primary purpose of this meeting was to discuss a proposed Bond Issue for sanitary sewer extensions.
2. The City Engineer presented a survey of the City's bonded indebtedness, comparative schedule with other Maryland communities, valuation of water and sewerage systems, schedule of water and sewer connections, and a schedule of building permits.

After a brief discussion, the Mayor and Council postponed action on this matter until Monday night, June 24, 1940.

3. The City Engineer pointed out that all sidewalk work on Phillips Avenue was complete in accordance with applications presented, with the exception of two properties: Winfred Davis, 88.2', \$69.68; Leroy Smith, Jr., 60', \$47.40. The City Engineer stated that the WPA had suspended operations on this project on Friday, June 21, and suggested that the above sums be refunded to the respective property owners.

Motion made and passed that City Treasurer be authorized to prepare vouchers for refund in favor of the following:

Leroy Smith, Jr., \$47.40
Winfred Davis 69.68

4. Motion made and passed that ordinance No. 412, an ordinance authorizing and directing the Clerk of the City of Salisbury to issue a permit to The Holt Oil Company, a body corporate, in accordance with its application for a permit to construct and install one (1) fuel oil storage tank of 250,000 gallons capacity, with reinforced concrete dyking around said tank on the property of said corporation, located on the East side of Lake Street, between W. Main and Isabella Streets in the City of Salisbury, Maryland, be read, posted, advertised, and all property owners within 300-feet be notified, and passed for first reading.

There being no further business, meeting adjourned at 10:30 P.M.

Hilary M. Taylor, President

L. Thomas Parker, Jr., Deputy Clerk

CITY HALL, SALISBURY, MARYLAND -- JUNE 26, 1940

The Mayor and Council met in special session at the City Hall on Wednesday, June 26, 1940, at 2:00 P.M. with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, Eugene M. Messick, John E. Morris, John G. Howie, and Albin A. Hayman.

At 2:15 P.M. the Mayor and Council, together with the City Solicitor, City Engineer and Assistant City Engineer, reviewed proposed sewer projects by visiting the various locations set forth in an alternate program prepared by the City Engineer and based on applications and letters in hand.

At 3:30 P.M. the Mayor and Council re-convened their session at the City Hall with Ralph Grier and Alfred Truitt being present representing the Salisbury By-Pass Committee.

Motion made and passed that Clarke Gardner be designated as Acting Secretary to keep the minutes of this meeting.

Right of way costs on the Route West of PRR Tracks were discussed in detail.

Mr. Grier pointed out that the Committee was experiencing some difficulties with a few of the owners in regards to costs and suggested that a sub-committee be appointed to confer with the Taylor Oil Company, owner of a tract of land on the West side of Cathell Street, near E. Main Street.

Motion made and passed that a committee of three to confer with the Taylor Oil Company be appointed as follows: one person to be named by the By-Pass Committee; one person to be named by the Taylor Oil Company, and those two persons so named to designate a third person to form the complete sub-committee. The sub-committee shall negotiate with the Taylor Oil Company and render a report on their conference.

The Council suggested that an early meeting be held with the State Roads Commission regarding the continuation of the Salisbury By-Pass. The By-Pass Committee concurred in the opinion of the Council.

Motion made and passed that City Engineer be authorized to arrange a meeting with the State Roads Commission at their Baltimore Office at a convenient date, during the coming week.

Motion made and passed that City Treasurer be authorized to transfer the sum of \$350.00 from the General Fund to the Street Improvement Fund for purpose of making payment on unpaid bills which have accrued to date.

There being no further business, meeting adjourned at 5:00 P.M.

Hilary M. Taylor, President

Clarke Gardner, Acting Secretary

CITY HALL, SALISBURY, MARYLAND -- JUNE 24, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, June 24, 1940, at 7:30 P.M. with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, Eugene M. Messick, John E. Morris, John G. Howie and Albin A. Hayman.

1. Motion made and passed that minutes of the last regular meeting, held on June 17, and those of the Executive Sessions held on June 17 and 18th, together with those of the Special Session on June 21, be approved as read.
2. Motion made and passed that Chief Holland's report for the week ending June 22 and yearly report for 1939, be received and filed.
3. Motion made and passed that parking ticket No. 4375 be excused.
4. Motion made and passed that Chief Holland be authorized to employ extra policemen for the Fourth of July Celebration to be held in the Municipal Park. The number of men to be employed and their compensation is to be the same as last year.
5. Motion made and passed that Ordinance No. 413, an ordinance authorizing and directing the Clerk of the City of Salisbury to issue a permit to Allen Petroleum Corporation, a body corporate, in accordance with its application for a permit to construct and install one (1) erosion storage tank of 100,000 gallons capacity, one (1) fuel oil storage tank of 150,000 gallons capacity, and one (1) gasoline storage tank of 150,000 gallons capacity, with reinforced concrete dyking around said tanks on the property of said corporation, located on the East side of Lake Street between W. Main and W. Isabella Streets in the City of Salisbury, Maryland, be read, posted, advertised, and all property owners within 300-feet notified, and be passed for first reading.
6. Motion made and passed that all plans and specifications pertaining to bulk storage tanks shall be reviewed by the City Engineer and his stamp of approval be placed thereon.
7. Mr. Ray Gordy appeared before the Mayor and Council regarding curbing and guttering on Liberty Street, between N. Division and Johnson Streets. The Council informed Mr. Gordy that this project was on the preferred list and as soon as funds are available, this work would be undertaken.
8. Mr. Garland Nock appeared before the Mayor and Council regarding the beginning of work on lowering the water main across the Wicomico River under Contract 394-WD. The City Engineer pointed out that specifications provided for a thirty-day completion date and a penalty clause in the amount of \$15.00 per day. However, it was in the province of the Mayor and Council through the Engineer to state the actual date the Contractor should begin operations.

Motion made and passed that City Engineer be authorized to notify Mr. Nock as to the starting date which would be predicated upon dredging operations in the South Prong of the Wicomico River.

9. Mr. George Baker appeared before the Mayor and Council regarding the erection of the bulk storage plant for the Holt Oil Company on Lake Street.
10. Messrs. George Vickers and William Collins appeared before the Mayor and Council, representing the E. Salisbury Business Men's Association, regarding the opening of Naylor Street, from William Street to Main Street; also, the transferring of traffic lights from the intersections of N. Division and Union Ave.; E. Church and Tilghman Streets; S. Division and Upton Streets; to Truitt Road and E. Church Street; N. Division and E. Isabella Streets; and E. Main Street and Poplar Hill Avenue.

The Council requested Messrs. Vickers and Collins to contact various property owners on the opening of Naylor Street and ascertain the cost of the necessary land and render a report to the Mayor and Council.

Motion made and passed that the matter of transferring traffic lights be referred to the City Traffic Commission.

11. At 8:00 P.M. the City Engineer presented sealed bids on 10,000 gallons of RC-3 Asphalt for use in street maintenance work. The following bids were received:

Standard Oil Company of N. J.,
Salisbury, Maryland \$0.067 per gallon, 2% - 10 days

The Texas Company,
New York City \$0.067 per gallon, 2% - 10 days

PanAmerican Petroleum Co.,
Baltimore, Maryland \$0.0673 per gallon, 2% - 10 days

The bids presented by the Texas Company and the Standard Oil Company being identical, the successful bidder was drawn by lot. In this case, the successful bidder was The Texas Company of New York City.

Motion made and passed that contract be awarded to The Texas Company of New York City for furnishing and delivering 10,000 gallons of RC-3 Asphalt to Mill Street Siding, Salisbury, Maryland, at the rate of \$0.067 per gallon subject to a discount of 2 per cent for payment within 10 days.

12. At 8:30 P.M. the City Engineer presented sealed bids on 700 tons of Slag delivered to city trucks at rail siding or public wharf with an alternate bid on 700 tons of slag delivered to City Storage Yards at Willow Street or Municipal Park. The following bids were received:

John T. Dyer Quarry Co.,
Birdsboro, Pennsylvania

Item 1: 200 tons No. 3 Trap Rock,
f.o.b. cars Salisbury \$2.46 per ton
Item 2: 500 tons No. 4 Trap Rock,
f.o.b. cars Salisbury \$2.46 per ton

Note: This bid was an alternate on both material and method of delivery and does not conform to the invitation extended for bids.

Pocahontas Coal Company,
Salisbury, Maryland

Item 1: 200 tons No. 3 Slag, delivered
City Trucks at B & E Rail Siding, Mill
Street \$2.36 per ton, 2½% discount
Item 1A: 200 tons No. 3 Slag, delivered
City Trucks at any public wharf in
Salisbury \$2.30 per ton, 2½% discount
Item 1B: 200 tons No. 3 Slag, delivered
to City's Willow Street Yard \$2.39 per ton, 2½% discount

Item 2: 500 tons No. 4 Slag, delivered
City Trucks at B & E Rail Siding, Mill
Street \$2.39 per ton, 2½% discount
Item 2A: 500 tons No. 4 Slag, delivered
City Trucks at any public wharf in
Salisbury \$2.30 per ton, 2½% discount
Item 2B: 500 tons No. 4 Slag, delivered
to City's Willow Street Yard \$2.39 per ton, 2½% discount

Hannaman-Burroughs Company,
Salisbury, Maryland

Item 1: 200 tons No. 3 Slag, delivered
to City Trucks at Mill Street \$2.60 per ton

Item 2: 500 tons No. 4 Slag, delivered
to City Trucks at Mill Street \$2.60 per ton

Arundel Corporation,
Baltimore, Maryland

Item 1: 200 tons No. 3 Slag, delivered
to City Trucks at Mill Street \$2.45 per ton

Item 2: 500 tons No. 4 Slag, delivered
to City Trucks at Mill Street \$2.45 per ton

Item 1A: 200 tons No. 3 Slag, delivered
to City's Willow Street Yard \$2.65 per ton

Item 2A: 500 tons No. 4 Slag, delivered
to City's Willow Street Yard \$2.65 per ton

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June 24, 1940

Duquesne Slag Products Co.,
Pottstown, Pennsylvania

Item 1: 200 tons No. 3 Slag, f.o.b.
Cars, Mill Street Siding \$2.36 per ton

Item 2: 500 tons No. 4 Slag, f.o.b.
Cars, Mill Street Siding \$2.36 per ton

Motion made and passed that City Engineer be authorized to purchase from the lowest bidder, Pocahontas Coal Company of Salisbury the following material:

Item 1: 200 tons No. 3 Slag delivered to City's Willow Street Storage Yard or Municipal Park, at the rate of \$2.39 per ton, subject to a discount of $2\frac{1}{2}$ per cent.

Item 2: 500 tons No. 4 Slag delivered to City's Willow Street Storage Yard or Municipal Park, at the rate of \$2.39 per ton, subject to a discount of $2\frac{1}{2}$ per cent.

13. Motion made and passed that City Engineer be authorized to purchase 250 tons No. 4 Slag from the Pocahontas Coal Company, as per telephone quotation on June 19 which was subsequently confirmed by I. Virgil Hitchens, Mayor, at the rate of \$2.25 per ton delivered to stock pile at City's Mill Street Storage Yard.
14. The City Engineer presented eight applications for water service to serve lots No. 1 through No. 8 of the Larmer Corporation property located on the North side of Booth Street, between Delaware Street and Lake Street. The City Engineer pointed out that approximately 590 linear feet of water main extension would be required and based on three times the anticipated annual water rent per dwelling, a distance of 720 linear feet could be constructed without the requiring of deposit.

Motion made and passed that City Engineer be authorized to construct a 6-inch cast iron water main and appurtenances on Booth Street, between Lake Street and Delaware Street.

15. The City Engineer presented three applications for water service from the Larmer Corporation requesting facilities on Booth Street, between Lake Street and Johnson's Pond. The City Engineer pointed out that approximately 200 linear feet of 2-inch water main extension would be required to serve lots 3, 4 and 5 of their subdivision located on Booth Street using the basis of three times the anticipated annual water rent for each dwelling constructed. An extension of 270 linear feet could be made without the requiring of a deposit.

Motion made and passed that City Engineer be authorized to construct 200 linear feet of 2-inch water main on Booth Street, running East from Lake Street in order to serve the above mentioned properties.

June 24, 1940

16. The City Engineer presented an application for sewer, dated June 10, from the Larmer Corporation requesting sanitary sewer facilities to Lot 19, Block 2, West College Avenue. The City Engineer pointed out that an extension of approximately 290 linear feet of 10-inch sanitary sewer would be required.

Motion made and passed that the construction of the sewer on West College Avenue, between Russell Avenue and Camden Avenue, be held for further consideration.

17. The City Engineer presented a request from the Citizens Gas Company by letter dated June 24 regarding the construction of a proposed gas main in the grass plot area on College Avenue, between Smith Street and Parkway Drive.

Motion made and passed that Citizens Gas Company be permitted to construct 2-inch gas main in grass plot area upon presentation of plans and upon the execution of an agreement with the City in which the Citizens Gas Company accepts the responsibility for any damage occurring to the curbs or in the settlement of curbs due to this construction.

Motion made and passed that City Solicitor be authorized to prepare the necessary legal documents for execution by the Citizens Gas Company.

18. The City Engineer presented a request from ^{Sergeant} Corporal Minnick regarding the erection of a stop sign at the intersection of Court and E. Main Streets.

Motion made and passed that this matter be referred to the Traffic Commission.

19. The City Engineer presented a request from Mr. Williams, Superintendent of Parks, regarding the erection of signs in the vicinity of the playground equipment and the bridge in which the use of the playground equipment is restricted to persons under sixteen (16) years of age; and, further, that no diving be permitted from the bridge or the bulkheads.

Motion made and passed that City Engineer be authorized to refer this matter to the Park Commission.

20. The City Engineer presented a request from S. Norman Holland regarding an over-payment made by him in the construction of curb and gutter on Camden Avenue. The actual frontage of the Holland property is 180 feet and his check should have been made in the amount of \$72.00 but, according to Receipt No. 14,460 issued by the City, Mr. Holland made payment in the amount of \$82.00 which resulted in an over-payment of \$10.00.

Motion made and passed that City Treasurer be authorized to draw a voucher in the amount of \$10.00 to refund S. Norman Holland for over-payment made in connection with the construction of curbs and gutter abutting the Holland property on Camden Avenue.

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June 24, 1940

21. Motion made and passed that Deputy Clerk be authorized to notify the Salisbury By-Pass Committee to meet with the Mayor and Council on Monday night, next.
22. The City Engineer presented a sewer program based on applications received amounting to \$60,439 which called for complete construction to intersecting streets, and an alternate program amounting to \$35,167 which was predicated upon construction to manholes.

Motion made and passed that a copy of the two programs be attached to and become a part of these minutes and a Committee, composed of the Mayor, the Council, and the City Engineer, meet at the City Hall on Wednesday, at 2:00 P.M. to arrange for a review of the projects on the actual location of the proposed work.

23. Motion made and passed that Vouchers 13,652 to 13,676, inclusive, be approved for payment.

There being no further business, meeting adjourned at 11:00 P.M.

Hilary M. Taylor, President

L. Thomas Parker, Jr., Deputy Clerk

CITY HALL, SALISBURY, MARYLAND--JULY 1, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, July 1, 1940, at 7:30 P.M. with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, John E. Morris, John G. Howie and Albin A. Hayman; Councilman Eugene M. Messick was absent.

1. Motion made and passed that minutes of the last regular meeting, held on June 24, and those of the special session held on June 26, be approved as read.
2. Motion made and passed that Parking Ticket Nos. 4431, 4473 and 4373 be excused.
3. Motion made and passed that the property owned by the Salisbury Corporation, located on Oak Hill Avenue, now being used as a nursery, be billed to the Salisbury Corporation, care of Mrs. Pillsbury, on a flat rate basis of \$13.00 per year, effective January 1, 1940 and until such time as the property ceases to be used as a children's nursery.
4. Motion made and passed that Chief Holland's weekly report be received and filed.
5. Motion made and passed that final action on Ordinance No. 412 be deferred until the next regular meeting of the Mayor and Council.
6. At 8:00 P.M. the City Engineer presented sealed bids under Contract 395-WD on 1100 feet of 6-inch cast iron pipe under Item No. 1, and miscellaneous cast iron fittings under Item No. 2. The following bids were received:

R. D. Wood Company, Philadelphia, Pa.

Item 1: \$0.855 per foot

Item 2: \$60.30, lump sumNote: Bid presented by R. D. Wood Co. includes transportation charges to City's Willow Street Storage Yard.

U. S. Pipe and Foundry Co., Philadelphia, Pa.

Item 1: \$0.84 per foot

Item 2: \$57.44, lump sumNote: Bid presented by U. S. Pipe and Foundry Co. is listed as f.c.b. cars Salisbury, and does not include unloading and transportation charges for delivery to Willow Street Yard.

Motion made and passed that contract for cast iron pipe and fittings be awarded to R. D. Wood Company of Philadelphia for the sum of \$1,000.80 based on unit price bids as noted above, which includes delivery and transportation charges to City's Willow Street Storage Yard, as per request in City Engineer's invitation to bid under date of June 26, 1940.

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7. Motion made and passed that City Engineer be authorized to purchase from the Darling Valve and Manufacturing Company of Williamsport, Pennsylvania under Contract No. 395-WD the following materials which complies with the standardization requirements of the City of Salisbury:

Item 1: 4- 6" Gate Valves
Item 2: 2- Fire Hydrants

8. Motion made and passed that Building Inspector's report for the month of June be received and filed.

9. Messrs. Alfred T. Truitt and Ralph H. Grier, of the Salisbury By-Pass Committee, appeared before the Mayor and Council and stated that they had reached an agreement with the E. S. Adkins and Company regarding the right of way through their property for the purpose of constructing the Salisbury By-Pass. This agreement is subject to the following conditions:

Grier
(a) ~~The acquisition of necessary land and buildings for right of way, \$8,000.00. This includes the repairs and replacements to the Sprinkler system.~~

(b) ~~The erection of a traffic light at the intersection of Baltimore Avenue and the proposed By-Pass.~~

~~Motion made and passed that the By-Pass Committee be authorized to accept the conditions, as stated above, if and when the by-pass is constructed along this route.~~

10. Motion made and passed that Plumbing Inspector's report for the month of June be received and filed.
11. Motion made and passed that James A. White's report on collections of rent for Union Street property be received and filed.
12. The City Solicitor presented a tentative ordinance covering the licensing of dogs. The President of Council appointed the following committee to review the ordinance: Charles Potts, Chairman; John G. Howie (Councilman), John E. Morris (Councilman), Albin A. Hayman (Councilman), N. H. Holland (Chief of Police), and Doctor William Murphy.
13. The City Engineer presented a letter from L. W. Gunby Company requesting water and sewer services on Blunden Street, between Johnson Street and Barker Street. The City Engineer pointed out that approximately 480 linear feet of water and sewer would be required.

Motion made and passed that construction of sanitary sewer be held for further consideration.

Motion made and passed that City Engineer be authorized to advise the L. W. Gunby Company that the construction of 2-inch water main would

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be on the basis of allowing a credit of three times the annual water rent for each year towards the cost of this construction, with the understanding that the L. W. Gunby Company deposit the residue of cost, subject to refund on the basis of three times the annual water rent of each and every house constructed and connected between the limits of this extension.

14. The City Engineer presented a request from Norris Robertson for an 8-inch sanitary sewer on Fulton Street, between Cooper Street and S. Division Street. This extension will require approximately 70 linear feet; however, the City Engineer pointed out that water and sewer service was available in front of the premises on Cooper Street.

Motion made and passed that City Engineer be authorized to advise Mr. Robertson that inasmuch as water and sewer were available on Cooper Street, the City would run services from Cooper Street to the front of his premises within the public street area at the City's cost and expense.

15. The City Engineer presented a report dated June 24 showing curbing and guttering assessments chargeable to property owners on Camden Avenue, between So. Boulevard and the city limits under the provisions of Ordinance No. 382.

Motion made and passed that a copy of this report be attached to the minutes and a copy be placed on file in the City Treasurer's office; and, further, all unpaid amounts be billed to the property owners.

16. The Superintendent of Water Department presented requests from property owners, noted below, for installation of water meters due to changing residences into four-apartment dwellings: William T. Wilkins, Newton Street; and Gordy Brittingham, Bush Street.

Motion made and passed that Superintendent of Water Department be authorized to install water meters at the above mentioned locations.

17. Mayor Hitchens presented a request from the Salvation Army to hold services in the Municipal Park on July 2 in honor of their anniversary.

Motion made and passed that Salvation Army be granted permission to hold services in the Municipal Park on July 2, 1940.

18. Motion made and passed that statement presented by Mayor I. Virgil Hitchens, dated July 1, 1940, regarding City finances, be attached to and become a part of these minutes.

19. Motion made and passed that Vouchers 13,679 to 13,909, inclusive, with Voucher 13,708 being marked void, be passed for payment.

MEMO

	Present	Proposed	Plus	Minus
Thomas Parker	\$37.00	\$50.00		\$13.00
Gladys Wootten	23.00	25.00	\$2.00 ✓	
W. F. Bounds	15.00			15.00 ✓
George H. Williams	20.00	15.00		5.00
William Savage	17.50	19.50	2.00 ✓	
Charles Truitt	17.50	15.00		2.50
Arthur Morris	17.50	15.00		2.50
Glenmore Nichols	18.00	?		
C. O. Wootten	30.00	32.50	2.50 ✓	
Ernest Foskey	17.00	22.00	5.00	
Wilson Taylor	24.00	27.00	3.00 ✓	
Richard Cooper	27.00	29.00	2.00	
Oakley Valliant	20.00	22.00	2.00	
Filbert Hitch	21.10	23.10	2.00	
<i>Thomas Parker. Water dept.</i>	<i>\$7.00</i>		<i>\$18.50</i>	<i>\$29.50</i>

	Increase	Decrease
General Fund	\$6.00	\$9.50
Water Department	9.50	20.00
Parking Meters Fund	5.00	
	\$20.50	\$29.50
	<i>20.50</i>	

Note: All payroll checks to be placed in envelopes.

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July 1, 1940

20. Moved and seconded that Mayor and Council accept payroll changes as drafted by Mayor and Council to be effective July 1, 1940.

There being no further business, meeting adjourned at 1:00 A.M.

Hilary M. Taylor, President

L. Thomas Parker, Jr., Deputy Clerk

July 1, 1940

Mr. President and Members of the City Council:

On May 20, 1940, I submitted recommendations for your consideration which, in general, pertained to city finances, health problems, planning requirements, public improvements and a merit system.

At this time, I wish to go into detail on the City's financial condition. First, let me say that the volume of city business that is transacted on the regular meeting nights does not give us sufficient time to make a thorough study of finances.

In view of the importance of this major phase of city government, I urge that we take immediate action on the following:

1. The entire Board, including the Mayor and Members of the City Council, together with the City Treasurer and the Superintendent of Water Department, meet in special session at least once a month and, preferably, on the second Tuesday of each month. In selecting this time, I find that it will normally fall between the 8th and 11th of each month. This will permit the City Treasurer and the Superintendent of Water Department to complete their monthly transactions and have detail reports available.

2. Publish monthly financial statements showing the Income and Disbursements of the General Fund, Sinking Fund, and Water Department.

During the past four weeks, I have been reviewing the City Audit for the fiscal year ending September 30, 1939 and wish

July 1, 1940

to call to your attention the following items:

1. Uncollected Taxes--

Fiscal year beginning 10-1-38 and ending 9-30-39 ...	\$41,825.04
Fiscal year beginning 10-1-37 and ending 9-30-38 ...	22,673.71
Fiscal year beginning 10-1-36 and ending 9-30-37 ...	15,774.56
Fiscal year beginning 10-1-35 and ending 9-30-36 ...	4,642.17
Fiscal year beginning 10-1-34 and ending 9-30-35 ...	1,510.45
Fiscal year beginning 10-1-33 and ending 9-30-34 and prior years	183.63
Total Uncollected Taxes	\$86,609.56

2. Miscellaneous Accounts, Cutting Weeds, and Repairing

Streets-- According to the Audit, a total of \$331.56 covers work performed for 35 property owners at various intervals between 1925 and 1932.

3. Street Assessments: Curb and Gutter Work, Benefits

from Opening and Widening of Streets-- Approximately 150 accounts, amounting to \$5,064.33, represents, primarily, work performed by the City between 1925 and 1936.

According to financial statement rendered by the City Treasurer's office, covering the period from October 1, 1939 to May 31, 1940, the following taxes were collected:

Fiscal year beginning 10-1-38 and ending 9-30-39 ...	\$10,783.97
Fiscal year beginning 10-1-37 and ending 9-30-38 ...	5,584.05
Fiscal year beginning 10-1-36 and ending 9-30-37 ...	4,702.80
Fiscal year beginning 10-1-35 and ending 9-30-36 ...	1,210.04
Fiscal year beginning 10-1-34 and ending 9-30-35 ...	232.22
Fiscal year beginning 10-1-33 and ending 9-30-34 and prior years	26.36
Total Taxes collected on prior years, shown above, from October 1, 1939 to May 31, 1940	\$22,539.44

July 1, 1940

This means that the figure, shown in the Audit amounting to \$86,609.56, has been reduced \$22,539.44, which leaves a balance of uncollected taxes for the fiscal years 1933 and prior to 1938 amounting to \$64,070.12.

4. Water Department, Unpaid Accounts-- An analysis of the delinquent accounts is as follows:

	<u>Total</u>	<u>Water Rents Receivable</u>		<u>Other Accounts</u>
		<u>Flat Rate</u>	<u>Meter</u>	
7 to 9 months	\$1,377.86	\$ 741.65	\$636.21	\$ --
10 to 12 months ..	197.90	87.25	110.65	--
Over 1 year	<u>883.98</u>	<u>204.05</u>	<u>165.41</u>	<u>514.52</u>
Total	\$2,459.74	\$1,032.95	\$912.27	\$ 514.52

In connection with the delinquent accounts of the Tax and Water Departments, I suggest that active follow-up be made in which definite arrangements for collection on a weekly and monthly basis can be obtained.

It is not my idea to work any hardship on the individual but, at the same time, I favor a plan whereby substantial collections are made so that it will be possible to bring this matter up to date within the next six months.

In reference to the street assessments and miscellaneous accounts, I believe this matter should be turned over to our City Solicitor for immediate collection of those accounts that are collectible under the law.

In order to render essential services to our City, it is necessary that our uncollected accounts be paid within a reasonable period of time.

I. Virgil Hitchens
I. Virgil Hitchens, Mayor

THE MAYOR AND COUNCIL
OF SALISBURY, MARYLAND

Financial Statement
October 1, 1939 to May 31, 1940

I N D E X

GENERAL FUND--Cash Receipts and Disbursements,	Pages 1 & 2
BUDGET EXPENDITURES	Pages 2 & 3
PARKING METER & TRAFFIC --	
Cash Receipts and Disbursements	Page 4

GENERAL FUND - STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
FROM OCTOBER 1, 1939 TO MAY 31, 1940

CASH RECEIPTS:

Taxes - 1940	\$ 2,594.10	
Taxes - 1939	115,352.00	
Taxes - 1938	10,783.97	
Taxes - 1937	5,584.05	
Taxes - 1936	4,702.80	
Taxes - 1935	1,210.04	
Taxes - 1934	232.22	
Taxes - 1933	<u>26.36</u>	\$140,485.54

OTHER INCOME:

Franchise Tax	\$ 801.25	
Licenses	739.00	
Building Permits	1,335.00	
Street Repair Assessment	194.35	
Interest on Delinquent Taxes	2,800.45	
Over and Short	.40	
Miscellaneous Income	1,961.53	
Loan from Water Department	6,000.00	
Loan--Other	<u>3,000.00</u>	16,831.98
Total Receipts		\$157,317.52
Balance in Bank on October 1, 1939		<u>7,276.17</u>
		\$164,593.69

DISBURSEMENTS:

Advanced Sinking Fund	\$ 47,106.25	
Notes--Water Department	12,349.06	
Notes--Farmers & Merchants Bank	18,500.00	
Advanced Special Street Fund	50.00	
Advanced Capital Fund	300.00	
Refund Licenses--W. J. Collins	50.00	
Refund Water Department	39.05	
Protested Check--Cannon Electric Co. ..	34.26	
Police Dept.--E.S.B. & Loan Asso'n	37.13	
Fire Dept.--E.S.B. & Loan Asso'n	<u>37.13</u>	\$ 78,502.88

BUDGET EXPENDITURES:

General Government	\$ 9,769.37	
Department of Public Safety	37,962.24	
Department of Public Health	231.00	
Department of Public Works	28,940.60	
Public Properties	2,789.40	
Public Improvements	<u>5,107.31</u>	84,799.92
Total Disbursements		\$163,302.80
Balance in Bank on June 1, 1940		<u>1,290.89</u>
		\$164,593.69

ACCT. NO. 6 PUBLIC IMPROVEMENTS:

	<u>Budget</u>	<u>Expenditures</u>	<u>Balance</u>
Acct. No. 29 Street Improvement	\$1,325.00	\$2,800.26	\$1,475.26 *
Acct. No. 30 Colored Playground	1,430.00	1,420.00	10.00
Acct. No. 31 WPA Sewing Room	350.00	302.50	27.50
Acct. No. 32 Assessments Records	1,500.00	577.05	722.95
Acct. No. 33 Cranberry Bog	900.00	7.50	892.50
	<u>\$5,285.00</u>	<u>\$5,107.31</u>	<u>\$177.69</u>
	<u>\$117,350.78</u>	<u>\$84,799.92</u>	<u>\$32,550.86</u>

* Note: "Overdrawn"

PARKING METER--STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
FROM OCTOBER 1, 1939 TO MAY 31, 1940

RECEIPTS:

Parking Meter Collections	\$ 6,727.90	
Parking Meter Fines	1,010.00	
Misc. Income	15.09	
Advanced--Public Impr. Account	<u>2,500.00</u>	
Total Receipts		\$10,252.99
Cash in Bank October 1, 1939		<u>1,164.98</u>
		\$11,417.97

DISBURSEMENTS:

Salaries	\$ 1,373.80	
Meters--Repairs & Parts	69.65	
Street Signs	160.91	
Electric Traffic Lights	3,627.41	
Street Marking & Supplies	215.68	
Truck Expense	81.56	
Street Sweeper	2,761.91	
Stationery & Printing, etc.	224.20	
Refund on Fines	3.00	
Dual Parking Meter Company	1,659.30	
Coin Counter	50.00	
Paint Spray Machine	411.75	
Office Equipment	93.38	
Auditing	100.00	
Plymouth Truck	<u>547.00</u>	
Total Disbursements		\$11,379.55
Balance in Bank May 31, 1940		<u>38.42</u>
		\$11,417.97

MINUTES OF EXECUTIVE SESSION OF THE MAYOR AND
COUNCIL HELD IN THE CITY HALL ON JULY 8, 1940

The Mayor and Council met in executive session at 11:31 P.M. in the City Hall, Salisbury, Maryland on Monday, July 8, 1940, with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, John E. Morris, Eugene M. Messick, John G. Howie, and Albin A. Hayman; also, City Solicitor Potts and City Engineer Gardner.

The purpose of this meeting was to discuss proposed public improvements.

1. Due to the absence of L. Thomas Parker, Jr., Deputy Clerk, motion was made, seconded and passed that City Engineer Clarke Gardner be designated as Acting Clerk to keep the minutes of this meeting.
2. The City Engineer presented Sponsor's Proposal No. 31 (WPA) dated May 28, 1940 covering the development of a colored recreational center and swimming pool as part One and the reclamation of a portion of Cranberry Bog as part Two. In presenting this proposal, the City Engineer pointed out that in a copy of a letter dated July 3, addressed to Mr. Hershey, District Manager, from Mr. Bornefeld, State Director, Divisions of Operations, the WPA stated that the work involved in part One had no relation with the type of work to be performed under part Two and would, therefore, necessitate the submission of individual projects. The City Engineer stated that in the submission of individual projects, it would require the Sponsor to contribute a larger sum for the colored recreational center due to the fact that the materials funds allowed on the basis of labor expenditures under part Two (Reclamation of Cranberry Bog) could not be used to purchase materials for part One (Colored Recreational Center).

Motion made and passed that City Engineer be authorized to prepare a new project proposal covering the development of a colored recreational center and the erection of a swimming pool, deleting the reclamation of Cranberry Bog and present the revised project to the Mayor and Council upon completion.

3. The City Engineer presented for the consideration of the Mayor and Council a project covering the construction of a roadway over the North Prong of the Wicomico River from Salisbury Boulevard to Camden Avenue--with the provision that State funds appropriated for the reconstruction of two bridges at Camden Avenue and S. Division Street, supplemented by funds obtained by assessing abutting properties--be utilized in the construction of the proposed connecting highway.

The Council discussed this matter and decided to present same to the State Roads Commission at a later date for their consideration.

4. The City Engineer presented five applications for water and five applications for sewer under date of July 8 from Mr. S. Norman Holland requesting facilities to Lot Nos. 6, 7, 8, 9 and 10 in Block B.

Executive Minutes of Mayor and Council Meeting

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July 8, 1940

Motion made and passed that construction of water main be done on the basis of applying a credit amounting to three times the annual water rent, with the understanding that the property owner will deposit the residue of construction costs. This agreement is further conditioned upon the Mayor and Council refunding three times the annual water rent of each additional dwelling constructed and connected within the limits of this connection until the deposit made by property owner is rebated in full.

Motion made and passed that construction of sanitary sewer be withheld until funds are available.

5. The City Engineer presented estimates on proposed construction of sewers based on applications received to date. The City Engineer presented an alternate program covering Jobs 1 through 14 and Jobs 19 through 30, omitting Jobs 23 and 26, the total estimated cost of which amounted to \$35,167. The streets designated in this program are attached to these minutes under a report, entitled "Tentative Cost Estimates and Location of Proposed Sanitary Sewer Extensions" dated June 21, 1940.

The City Engineer pointed out that if this program were constructed and lines continued to manholes, the sewers would parallel several undeveloped lots; however, the construction of sewer lines to manholes would permit the City to provide maintenance at a minimum cost due to the fact that it would not be necessary to continually excavate streets in order to clear stoppages which may occur.

The Mayor and Council discussed this matter in detail and authorized the following resolutions:

(a) Motion providing for the issuance of bonds in the amount of \$35,000 to cover construction of sanitary sewer within the corporate limits of Salisbury, as per locations submitted, was introduced by John E. Morris, seconded by Albin A. Hayman, and carried in the affirmative by Councilmen John G. Howie and Hilary M. Taylor, that the Mayor and Council of Salisbury issue bonds under the provisions of Section 9, Chapter 810, Acts of 1914, in which the State Board of Health can serve an order on the Mayor and Council up to two per cent (2%) of the assessable basis of the City of Salisbury. Councilman Messick voted in the negative.

(b) Motion made and passed that City Solicitor Potts be authorized to prepare appropriate resolution requesting the State Board of Health to serve an order on the Mayor and Council of Salisbury in an amount not to exceed \$35,000 for construction of sanitary sewers and appurtenances as per locations submitted.

(c) Motion made and passed that City Engineer present estimates, locations of proposed work, assessable basis, and present bonded

Executive Minutes of Mayor and Council Meeting

Page 3

July 8, 1940

indebtedness, tax rate, and previous issues of water and sewer bonds that come within the scope of the two per cent (2%) clause under Section 9, Chapter 810, Acts of 1914, to the State Board of Health regarding the request for the proposed bond issue for \$35,000.

There being no further business, meeting adjourned at 12 Midnight.

Hilary M. Taylor, President

Clarke Gardner, Acting Clerk

CITY HALL, SALISBURY, MARYLAND--JULY 8, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, July 8, 1940, at 7:30 P.M. with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, John E. Morris, John G. Howie, Eugene M. Messick, and Albin A. Hayman.

1. Motion made and passed that minutes of the last regular meeting be approved as corrected.
2. Motion made and passed that Chief Holland's weekly report be received and filed.
3. Motion made and passed that the City Treasurer be authorized to prepare thirteen (13) payroll checks at the rate of Two Dollars (\$2.00) each (as per list of names submitted by Chief Holland) for the thirteen (13) extra policemen employed by Chief Holland during the celebration held in the Municipal Park on July 4th and 6th.
4. Mr. William S. Moore, Jr., representing the Eastern Shore Public Service Company, appeared before the Mayor and Council regarding a Building Permit fee charged on a bank of transformers erected on their property on Lake Street. Mr. Moore stated that, in his opinion, the transformers should be classified as Personal Property as they were considered to be machinery. He further stated that the fence around the transformers should be considered as real estate and the Building Permit fee based thereon.

Motion made and passed that Building Inspector be authorized to issue a Building Permit with the fee to be based on the erection of foundation and fence, only, as the transformers were taxable and income received from the Capital Stock Tax.

5. Mr. Charles Ralph appeared before the Mayor and Council and presented a petition complaining about rabbits being kept on the premises of Doctor Rademaker.

Motion made and passed that petition be turned over to Doctor Hurdle, City Health Officer, with a request that he render a report, at the next regular meeting, of his findings.

6. Mr. John Williamson appeared before the Mayor and Council requesting a job as Dog Catcher. Mr. Williamson gave his address as, Ferry Road, R. F. D. No. 2.

President of Council Taylor advised Mr. Williamson that his application for the job would be filed.

7. The Deputy Clerk presented a letter from F. W. LaFrantz Company stating that all accounts of the City for the period from May to July, 1940, had been examined and found to be satisfactory and requested a release of the Bond for Mr. A. M. Ball, one of their auditors, who has been serving the City in the capacity of Acting City Treasurer.

Motion made and passed that City Solicitor Potts be authorized to prepare an appropriate resolution regarding this matter.

Minutes of Mayor and Council Meeting

Page 2

July 8, 1940

8. Motion made and passed that Ordinance No. 412, an ordinance authorizing and directing the Clerk of the City of Salisbury to issue a permit to The Holt Oil Company, a body corporate, in accordance with its application for a permit to construct and install one (1) fuel oil storage tank of 250,000 gallons capacity, with reinforced concrete dyking around said tank on the property of said corporation, located on the East side of Lake Street, between W. Main and Isabella Streets in the City of Salisbury, Maryland, no objections having been made, be finally passed.
9. Motion made and passed that Ordinance No. 413, an ordinance authorizing and directing the Clerk of the City of Salisbury to issue a permit to Allen Petroleum Corporation, a body corporate, in accordance with its application for a permit to construct and install one (1) erosion storage tank of 100,000 gallons capacity, one (1) fuel oil storage tank of 150,000 gallons capacity, and one (1) gasoline storage tank of 150,000 gallons capacity, with reinforced concrete dyking around said tanks on the property of said corporation, located on the East side of Lake Street between W. Main and W. Isabella Streets in the City of Salisbury, Maryland, no objections having been made, be finally passed.
10. Motion made and passed that report submitted by James A. White relative to the inspection of water fixtures be received and filed.
11. Motion made and passed that City Treasurer be authorized to prepare a voucher in the amount of \$50.00 payable to the Ocean Highway Association.
12. Motion made and passed that City Treasurer be authorized to prepare a voucher in the amount of \$15.00 payable to Mr. Lester C. Tingle, Treasurer, for participation in cost of 4th of July Celebration held in Municipal Park.
13. Motion made and passed that Superintendent of Water Department be authorized to install a water meter on the property of Mrs. Helen Weatherhead, located in Colonial Court, due to the fact that the dwelling contains over four apartments.
14. Motion made and passed that reports presented by the City Engineer dated July 5 covering valuation of curbs, gutters and sidewalks completed by the Mayor and Council in conjunction with the Work Projects Administration, from the period January 1 to June 30, 1940, be received and filed.
15. The City Engineer presented a letter dated June 1 from Mr. H. R. Hershey, District Manager of the Work Projects Administration, requesting authority from the Mayor and Council to designate a city official to sign Form Nos. 710 and 710A regarding a certification of Sponsor's contribution on materials, supplies, equipment and personal services supplied by the City in conjunction with WPA projects.

Minutes of Mayor and Council Meeting

Page 3

July 8, 1940

Motion made and passed that Mayor Hitchens and/or President of Council Taylor forward a letter to Mr. Hershey, District Manager of the Work Projects Administration, designating Clarke Gardner, City Engineer, as the City's official representative with full authority to sign Form Nos. 710 and 710A regarding Sponsor's contribution on WPA Projects.

16. Motion made and passed that Ordinance No. 414, an ordinance authorizing the licensing of dogs in the City of Salisbury, Maryland, the collection of dog license fees and the regulations of dogs and providing penalties for failure to comply with said ordinance, be introduced, posted and passed for first reading.
17. Motion made and passed that Citizens Gas Company be granted permission to construct a 2-inch gas main on Parkway Drive, between College Avenue and South Clairmont Drive, in accordance with their application by letter dated June 19 and under the terms and provisions of Permit No. G-119, drawing No. L-40-21, copy of which is attached to these minutes.
18. The City Engineer presented a report of the Insurable Property of the Mayor and Council of Salisbury dated July 1, 1940.

Motion made and passed that a copy of this report be attached to this minutes and, further, a Committee composed of Councilmen John G. Howie, John E. Morris and Albin A. Hayman be appointed to review this report prior to submitting the data contained therein to the Insurance Committee.

19. The City Engineer suggested that the parking meters on the North side of E. Main Street, between Division Street and Court Street, be relocated. The City Engineer pointed out that the spaces did not provide for sufficient width for cars to properly park in this area.

Motion made and passed that City Engineer be authorized to relocate parking meters in this area providing a greater width parking spaces for cars.

20. Motion made and passed that City Engineer be authorized to rent a road roller at the lowest possible price for use in conjunction with the present street surfacing program.
21. Motion made and passed that Vouchers 13,710 to 13,793, inclusive, be approved for payment.

There being no further business, meeting adjourned at 11:30 to reconvene in Executive Session.

Hilary M. Taylor, President

L. Thomas Parker, Jr., Deputy Clerk



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

MARYLAND

July 5, 1940

re: E-2

The Mayor and Council of Salisbury
Salisbury
Maryland

Gentlemen:

I am submitting copy of reports dated June 30 which show in detail the construction of concrete curbs, gutters and sidewalks from the period January 1 to June 30, 1940. This work was done in conjunction with the Work Projects Administration and a valuation and distribution of cost follows:

VALUATION OF IMPROVEMENTS

1. 5,756.1 lin.ft., or 1.1 miles, combination concrete curbs and gutters at \$0.90 per lin.ft.	\$ 5,180.49
2. 26,579.2 sq.ft. (5,330.4 lin.ft.) concrete sidewalks at \$0.20 per sq.ft.	<u>5,315.84</u>
Total valuation	\$10,496.33

DISTRIBUTION OF COSTS

	City's Portion of Cost	Property Owner's Portion of Cost	Federal Portion of Cost
(a) Curbs & Gutters ..	\$ 1,439.03	\$ 1,439.03	\$2,302.44
(b) Sidewalks	<u>2,283.36</u>	<u>906.14</u>	<u>2,126.34</u>
Totals	\$ 3,722.39	\$ 2,345.17	\$4,428.78

Note: Under City's portion of cost under "Sidewalks", a contribution in the amount of \$1,500 was supplied by the State Roads Commission for relaying sidewalks on Camden Avenue due to a change in the grade of Camden Avenue by the State Roads Commission.

Respectfully submitted,

Clarke Gardner
City Engineer



MARYLAND

MAYOR
ARTHUR W. BOYCE
CITY ENGINEER
CLARKE GARDNER
CITY SOLICITOR
CHARLES J. POTTS
CLERK - TREASURER
J. R. LAWS

MEMBERS OF COUNCIL
I. VIRGIL HITCHENS, PRESIDENT
HILARY M. TAYLOR
WERNER T. GARDNER
WILLIAM W. DIXON
EUGENE M. MESSICK

June 30, 1940

Engineer's Semi-annual Report of Work done by the Mayor and Council under Contract 1-40-S.I. in construction of concrete Curb and Gutters, from January 1, 1940 to June 30, 1940 in cooperation with the Property owners of the City of Salisbury and in conjunction with the Works Projects Administration.

CAMDEN AVENUE, SOUTH BLVD. TO CORP. LIMITS
3281.9 lin. ft. of plain curb and gutter completed 6/10/40

MIDDLE BOULEVARD, CORNER OF SMITH ST.
17.0 lin. ft. of plain curb and gutter completed 5/25/40

SALISBURY BOULEVARD, CORNER OF S. DIVISION ST.
840.0 lin. ft. plain curb and gutter, completed 5/25/30

SOUTH BOULEVARD, CAMDEN AVE. TO HANOVER ST.
858.3 lin. ft. of plain curb and gutter, completed 5/25/40

RIVER ROAD, VIRGINIA AVE. TOWARD PENNSYLVANIA AVE.
583.0 lin. ft. of plain curb and gutter, completed 5/25/40

HANOVER STREET, SOUTH BOULEVARD TOWARD MONTICELLO AVE.
304.8 lin. ft. of plain curb and gutter, completed 5/25/40

SOUTH STREET, SALISBURY BLVD. TOWARD S. TOWER DRIVE
671.1 lin. ft. of plain curb and gutter, completed 5/25/40

SUMMARY:

5756.1 lin. ft. or 1.1 miles of plain curb and gutter

Prepared by: Richard H. Cooper
Assistant Engineer

Approved by: Clarke Gardner
City Engineer



MAYOR
ARTHUR W. BOYCE
CITY ENGINEER
CLARKE GARDNER
CITY SOLICITOR
CHARLES J. POTTS
CLERK - TREASURER
J. R. LAWS

MEMBERS OF COUNCIL
I. VIRGIL HITCHENS, PRESIDENT
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WERNER T. GARDNER
WILLIAM W. DIXON
EUGENE M. MESSICK

MARYLAND

June 31, 1940

Engineer's Report of Sidewalks Constructed
under Contract 1-40-S.I. from January 1, 1940
to June 31, 1940 by the Mayor and Council of
Salisbury in cooperation with the property
owners and the Work Projects Administration.

W. COLLEGE AVENUE

149.0 lin. ft. of 5.0 ft. width or 745.0 sq. ft. of plain
concrete sidewalks.

12.0 lin. ft. of 4.5 ft. width or 54.0 sq. ft. of plain concrete
sidewalks.

SARATOGA STREET

278.6 lin. ft. of 5.0 ft. width or 139.0 sq. ft. of plain
concrete sidewalks.

BOSTON AVENUE

151.0 lin. ft. of 5.0 ft. width or 755.0 sq. ft. of plain
concrete sidewalks.

PHILLIPS AVENUE

60.0 lin. ft. of 5.0 ft. width or 300.0 sq. ft. of plain concrete
sidewalk.

SALISBURY BOULEVARD

30.8 lin. ft. of 6.2 ft. width or 191.0 sq. ft. of plain
concrete sidewalks.

11.8 lin. ft. of 3.0 ft. width or 35.4 sq. ft. of plain concrete
sidewalk.

1 Return - 120 sq. ft. of plain concrete sidewalk.

MIDDLE BOULEVARD

1 Return - 26 sq. ft. of plain concrete sidewalk.

CAMDEN AVENUE

3805.6 lin. ft. of 5.0 ft. width or 19,028 sq. ft. of plain
concrete sidewalks.

124.5 lin. ft. of 3.0 ft. width or 373 sq. ft. of plain concrete
sidewalks.

13.4 lin. ft. of 4.5 ft. width or 60.3 sq. ft. of plain concrete
sidewalks.

23 Returns - 379.3 sq. ft. of plain concrete sidewalks.

City of Salisbury



MAYOR
ARTHUR W. BOYCE
CITY ENGINEER
CLARKE GARDNER
CITY SOLICITOR
CHARLES J. POTTS
CLERK - TREASURER
J. R. LAWS

MEMBERS OF COUNCIL
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EUGENE M. MESSICK

MARYLAND

Page 2

SOUTH STREET

147.0 lin. ft. of 4.5 ft. width or 661.5 sq. ft. of plain concrete sidewalks

RIVER ROAD

541.9 lin. ft. of 4.5 ft. width or 2438.5 sq. ft. of plain concrete sidewalks

4.8 lin. ft. of 4.0 ft. width or 19.2 sq. ft. of plain concrete sidewalks

185.7 lin. ft. of 0.8 ft. width or 148.6 sq. ft. of plain concrete sidewalks. (Base of Coping)

185.7 lin. ft. of 1.0 x 0.75 coping.

SUMMARY:

5330.4 lin. ft. of plain concrete sidewalks and 25 plain concrete returns or 26,579.2 sq. ft. of sidewalks.

185.7 lin. ft. of Coping and Base.

Prepared by: Richard H. Cooper
Assistant Engineer

Approved by: Clarke Gardner
City Engineer

June 24, 1940

Engineer's Report of Curbing and Guttering Assessments chargeable to Property Owners on East and West sides of Camden Avenue, South Boulevard to the Corporation Limit, 50% of cost (after deducting value of Federal Aid participation by Work Projects Administration) charged to abutting property.

The following Curb and Gutter was completed pursuant to the provisions of Ordinance No. 382 as passed by the Mayor and Council of Salisbury at its meetings held in the City Hall, Salisbury, Maryland on May 29, 1939

WEST SIDE OF CAMDEN AVENUE

JOSEPH L. BAILEY SEIRS

151.0 lin. ft. of plain curb & gutter @ 25¢ per lin. ft. \$ 37.75 (pd.)

MRS. PITT TURNER c/o JUDGE BUEH

100.0 lin. ft. of plain curb & gutter @ 25¢ per lin. ft. 35.00 (pd.)

MARION TURNER

70.1 lin. ft. of plain curb & gutter @ 25¢ per lin. ft. 17.53 (pd.)

JOHN KUHN

81.75 lin. ft. of plain curb & gutter @ 25¢ per lin. ft. 20.44 (pd.)

ELMER WILLIAMS

81.75 lin. ft. of plain curb & gutter @ 25¢ per lin. ft. 20.44

HOLLAND BROTHERS

288.0 lin. ft. of plain curb & gutter @ 25¢ per lin. ft. * 72.00 (pd.)

CORA WINBROW

100.2 lin. ft. of plain curb & gutter @ 25¢ per lin. ft. 25.01 (pd.)

* Note: Overpaid \$10.00 which amount will be refunded by Mayor & Council

GARLAND NOCK

70.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. \$ 17.50 (Pd.)

MARY BUTCHER

116.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 29.00*

*Note: Paid \$10.00; Balance \$ 19.00

MARGARET PHEPPIN

64.4 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 16.10

RANDOLPH SERMAN

64.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 16.00*

*Note: Paid \$ 5.00; Balance \$ 11.00

LENA PUSEY

98.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 24.50 (Pd.)

IDA McGRATH

113.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 28.25 *

*Note: Paid \$ 10.00; Balance \$ 18.25

L. S. SHORT

110.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 27.50 (Pd.)

VAUGHN WILLIAMS

96.5 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 24.13

WILLIAM P. BROWN (Non-assesseable)*

100.00 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 25.00

*Note: Curb & gutter replaced

H. C. TULL HEIRS c/o MAMIE O. GRIER

78.5 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 19.62 (Pd.)

R. R. PURNELL

65.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 16.25

F. P. ADKINS

40.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 10.00 (Pd.)

H. C. TULL HEIRS c/o MAMIE O. GRIER

40.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 10.00

MARGUERITE PHILLIPS

100.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. \$ 25.00

J. WALLER WILLIAMS

110.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 27.50

HENRY ROBERTS

109.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 27.48 (Pd.)

MAYOR AND COUNCIL OF SALISBURY

35.7 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 8.93*

*Note: Non-assessable (Returns, etc.)

EAST SIDE OF CAMDEN AVENUE
(South Blvd. to College Avenue)

E. JACKSON PUSEY

108.5 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 27.13*

*Note: Non-assessable by agreement Mayor & Council
through street widening from E. J. Pusey

MARY BELLE JOHNSON

107.5 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 26.88

MRS. RALPH WILLIAMS

76.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 19.00 (Pd.)

MILTON MARMER

80.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 20.00 (Pd.)

GERRON H. MACHAMARA

60.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 15.00 (Pd.)

STRAUGH LLOYD

59.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 14.75

FRANCIS BAKER

130.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 37.50 (Pd.)

RUSSELL WHITE

102.5 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 25.63 (Pd.)

WATSON MITCHELL

75.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 18.75 (Pd.)

BOOTH DEVELOPMENT COMPANY

148.5 lin. ft. plain curb & gutter @ 25¢ per lin. ft. \$ 37.12 (Pd.)

E. R. WHITE, JR.

75.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 18.75 (Pd.)

ELLIOTT LEWIS

125.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 31.25 (Pd.)

LARMAN CORPORATION

75.83 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 18.93 (Pd.)

STRAUCHN LLOYD

100.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 25.00*

*Note: Non-assessable, curb & gutter replaced

LLOYD WATSON

290.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 72.50*

*Note: Non-assessable, curb & gutter replaced

MAYOR AND COUNCIL OF SALISBURY

253.0 lin. ft. plain curb & gutter @ 25¢ per lin. ft. 63.25*

*Note: Non-assessable (Returns, etc.)

SUMMARY

TOTAL AMOUNT ASSESSABLE TO PROPERTY OWNERS:

5281.9 lin. ft. of plain curb & gutter @ 25¢ per lin. ft. \$ 820.46

TOTAL AMOUNT ASSESSABLE TO MAYOR & COUNCIL:

4169.13 lin. ft. of plain curb & gutter @ 25¢ per lin. ft. \$1042.27

Memorandum showing Distribution of Costs for Curbing and Guttering on Camden Avenue, South Boulevard to Corporation Limits.

TOTAL AMOUNT ASSESSABLE.	\$ 820.46
AMOUNT PAID BY PROPERTY OWNERS.	591.16
BALANCE OWED BY OTHER PROPERTY OWNERS.	<u>\$229.30</u>

*LIST OF PROPERTY OWNERS TO BE ASSESSED BY THE CITY TREASURER:

Elmer Williams.	\$ 20.44
Mary Butcher.	19.00
Margaret Phippin.	16.10
Randolph Serman	11.00
Ida McGrath	18.25
Vaughn Williams	24.13
R. R. Purnell	16.25
H. C. Tull Hrs. o/c Mamie Gillis Grier	10.00
Mrs. Ray Phillips	25.00
J. Waller Williams.	27.50
Straughn Lloyd.	14.75
Mary Belle Johnson.	26.88
TOTAL	<u>\$229.30</u>

Note: 72% of the Assessment on the Property Owners was collected before the completion of construction.

Prepared by: Richard H. Cooper
Assistant Engineer

Approved by: Clark Gardner
City Engineer

CITY HALL, SALISBURY, MARYLAND -- JULY 15, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, July 15, 1940, at 7:30 P.M. with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, John E. Morris, John G. Howie, Eugene M. Messick and Albin A. Hayman.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Mr. Marsh Gollner, Manager of the Arcade Theatre, appeared before the Mayor and Council asking permission to use their sound truck for advertising purposes within the corporate limits.

Motion made and passed that Mr. Gollner's request be granted.

3. Mr. Ray Gordy appeared before the Mayor and Council regarding curb and gutter on Liberty Street between N. Division Street and Johnson Street. The Council informed Mr. Gordy that this project was on the preferred list and as soon as funds are available, this work would be undertaken.
4. Motion made and passed that Chief Holland's weekly report be received and filed.
5. Chief Holland presented a request that STOP SIGNS at the intersection of the city streets be moved to the corners of the intersecting streets instead of about 100 feet from the corner as located now.

Motion made and passed that Chief Holland be authorized to take this matter up with the Traffic Commission.

6. Motion made and passed that Chief Holland be authorized to receive bids on a filing cabinet to be used in the Police Department.
7. Motion made and passed that Chief Holland be authorized to order one pair of regular uniform trousers for Officer Chatham.
8. Chief Holland made a request of the Mayor and Council for the purchase of a new Police Patrol Car to replace the Ford Sedan in the Police Department. The President of Council appointed the following committee to meet with Chief Holland and discuss the possibilities of a new Police Patrol Car: Councilmen John E. Morris, Eugene M. Messick and Albin A. Hayman.
9. A delegation from the Tri-State and Peninsula Beagle Sportman's Clubs appeared before the Mayor and Council objecting to Ordinance No. 414, an ordinance authorizing the licensing of dogs in the City of Salisbury.

After a brief discussion, the Council requested that a committee of three be appointed from each of the sportmen's clubs to meet with the committee that was appointed by the Mayor and Council. These committees are to prepare a new set of rules and regulations governing the licensing of dogs within the City of Salisbury and

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July 15, 1940

present to the Mayor and Council for their consideration.

10. The Assistant City Engineer presented sealed bids on two hundred (200) sheets of Imperial Tracing Cloth (9 x 11 $\frac{1}{2}$) to be used in the Engineering Department. The following bids were received:

<u>Name of Bidder</u>	<u>Address</u>	<u>Total Bid</u>
Charles Bruning Co., Inc.	New York City, N. Y.	\$19.36
Eugene Dietzgen Co., Inc.	New York City, N. Y.	20.51
Renninger and Graves	Philadelphia, Pa.	19.52

Motion made and passed that the Assistant City Engineer be authorized to purchase two hundred (200) sheets of Imperial Tracing Cloth from the lowest bidder, Charles Bruning Company, Inc. of New York City, for the sum of \$19.36 delivered to the City Hall, Salisbury, Maryland.

11. The Assistant City Engineer presented sealed bids on eighty-seven (87) street signs and posts and an alternate bid on eighty-seven (87) street sign posts. These bids are to be in accordance with a letter written by the City Engineer under date of July 11, 1940. The following bids were received:

<u>Name of Bidder</u>	<u>Address</u>	<u>Unit Bids</u>		<u>Unit Bid</u>
		<u>Item 1</u>	<u>Item 2</u>	<u>Item 2A</u>
Municipal Street Sign Co.	Brooklyn, N.Y.	\$5.14	\$1.90	--
Union Metal Mfg. Co.	Canton, Ohio	--	--	\$2.40
Aeroil Burner Co.	West New York, N.J.	5.50	1.95	--

Motion made and passed that the above bids be held for consideration until Monday night, next.

12. The Assistant City Engineer presented a letter addressed to Mr. George L. Hall, Chief Engineer of the State Department of Health, showing the assessable basis, present bonded indebtedness, tax rate, and previous issues of Water and Sewer Bonds that come within the scope of the 2 per cent clause under Section 9, Chapter 810, Acts of 1914, together with a breakdown of the total estimated cost.

Motion made and passed that Assistant City Engineer George Purnell be authorized to sign letter dated July 16, 1940 and forward to Mr. George L. Hall, Chief Engineer, State Department of Health, and, also, a copy of this letter be attached to these minutes.

13. The Assistant City Engineer presented a bid from Paul V. Downing for the construction of a V-Gutter and Returns at the intersection of Record Street and Church Street for the sum not to exceed \$34.00.

Motion made and passed that Assistant City Engineer be authorized to employ Paul V. Downing to construct V-Gutter and Returns at the intersection of Church Street and Record Street for a sum not to exceed \$34.00.

Minutes of Mayor and Council Meeting

Page 3

July 15, 1940

14. The following resolution was introduced by Councilman Albin A. Hayman, seconded by Councilman John G. Howie, and passed by a vote of four to one with Councilman Eugene M. Messick voting in the negative:

RESOLVED, by the Mayor and Council of Salisbury, this fifteenth day of July, 1940, that it is essential to the maintenance of the public health in the City of Salisbury, Maryland, that certain sanitary sewer extensions be constructed in said City as expeditiously as possible; and it is further resolved that the State Board of Health be, and is hereby requested to issue to The Mayor and Council of Salisbury, Wicomico County, Maryland, appropriate orders for the construction of sanitary sewer extensions in certain sections of Salisbury as set forth in the preliminary plans, entitled "Exhibit A, Location of Proposed Sanitary Sewer Extensions"; dated June 21, 1940, at a cost not to exceed \$35,000, which cost includes the complete plans, specifications, all construction charges, supervision, legal expense, engineering and inspection costs, it being understood that final plans covering the proposed work will be submitted to the Engineering Division of the Department of Health and a permit therefor will be requested.

15. Due to a complaint previously registered by Mr. Charles Ralph to the Mayor and Council regarding rabbits being kept on the premises of Doctor Rademaker, and upon request of the Mayor and Council, Doctor Hurdle appeared before the Mayor and Council and stated that rabbits were not a menace to public health and that this complaint would not be under the jurisdiction of the City Health Officer.

Motion made and passed that City Solicitor be authorized to find ways and means of moving rabbits from the premises of Doctor Rademaker.

16. Motion made and passed that Vouchers 13,794 to 13,799, inclusive, be approved for payment.

There being no further business, meeting adjourned at 12 o'clock, Midnight.

Hilary M. Taylor, President

L. Thomas Parker, Jr., Deputy Clerk

City of Salisbury



MAYOR
I. VIRGIL HITCHENS
CITY ENGINEER
CLARKE GARDNER
CITY SOLICITOR
CHARLES J. POTTS
DEPUTY CLERK
L. THOMAS PARKER, JR.

MEMBERS OF COUNCIL
HILARY M. TAYLOR, PRESIDENT
EUGENE M. MESSICK
JOHN E. MORRIS
JOHN G. HOWIE
ALBIN A. HAYMAN

MARYLAND

July 16, 1940

Mr. George L. Hall, Chief Engineer
State of Maryland, Dept. of Health
2411 N. Charles Street
Baltimore, Maryland

Dear Mr. Hall:

At a meeting of the Mayor and Council of Salisbury held on July 15th, a resolution was adopted in which the Mayor and Council request the State Board of Health to serve an order on the City of Salisbury in an amount not to exceed \$35,000 for the purpose of constructing sanitary sewers and appurtenances under the provisions of Section 9, Chapter 810, Acts of 1914. A copy of this resolution is enclosed. Other pertinent information regarding the proposed bond issue follows:

1. The taxable basis of the City of Salisbury, as of April 1, 1940, is \$18,192,614. The present City Tax Rate is \$1.02 per \$100.00 of assessed valuation, of which 65-cents is for General purposes and 37-cents represents Sinking Fund requirements.

2. The total amount of outstanding bonded indebtedness, as of July 1, 1940, is \$1,030,000 of which \$425,000 represents bonds that are self-liquidating through the income received from the operation of our Municipal Water Department.

A description of the residue of bonds outstanding as of July 1st, follows:

(a) Bonds secured by Tax Revenues --

Water & Sewer Bonds,	issued January 1, 1925	- \$ 58,000
Water & Sewer Bonds,	issued March 1, 1926	- 300,000
Camden Sewer Acquisition,	issued August 1, 1935	- 25,000
Water Supply Impr. S & D,	issued February 1, 1936	- 51,000
Sewer & Drains,	issued December 1, 1937	- 48,000
Street & Drains,	issued November 1, 1938	- 24,000
Fire Engine House Bonds,	issued June 1, 1927	- 7,000
Fire Dept. (Bldg & Equip)	issued June 1, 1929	- 14,000
Street Improvement Bonds	issued April 1, 1931	- 50,000
Salisbury By-Pass	issued October 1, 1937	- 28,000
		<u>\$605,000</u>

Mr. George L. Hall
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July 16, 1940

Brought Forward \$605,000

(b) Bonds secured by Revenues from Municipal Water
Department --

Water & Sewer Bonds,	issued August 1, 1927	- \$ 77,000
Water & Sewer Bonds,	issued May 1, 1928	- 50,000
Water & Sewer Bonds,	issued January 1, 1928	- 25,000
Water & Sewer Bonds,	issued June 1, 1930	- 10,000
Water & Sewer Bonds,	issued May 1, 1931	- 75,000
Water & Sewer, Series "A",	February 1, 1934	- 48,000
Water & Sewer, Series '37,	January 1, 1937	- 57,000
Water & Sewer, Series '38,	November 1, 1938	- 49,000
Sanitary Sewer Series '39,	July 1, 1939	- 34,000
		<u>\$425,000</u>

Total Bonded Indebtedness \$1,030,000

Included in the total bonded indebtedness are four issues sold under the provisions of Health Acts; namely,

(1) Water Supply Bonds, dated February 1, 1936, in the amount of \$15,000, authority for which was granted by letter dated January 23, 1936, referring to permits of the same date.

(2) Sewer and Drain Bonds, dated February 1, 1936, in the amount of \$40,000, authority for which was granted under Health Department Permit No. 1475, dated December 31, 1935.

(3) Sewer and Drain Bonds, dated December 1, 1937, in the amount of \$50,000, authority for which was granted under Health Department Permit No. 1749, dated March 20, 1937.

(4) Sanitary Sewer Bonds, dated August 1, 1939, in the amount of \$35,000, authority for which was granted under Health Department Permit No. 2180, dated June 6, 1939.

In each of the above referred to issues, authorized under Section 9, Chapter 810, Acts of 1914, there are no unexpended balances.

3. A preliminary plan is enclosed, noted as Exhibit A, entitled "Location of Proposed Sanitary Sewer Extensions", dated June 21, 1940, and showing the location of the proposed sanitary sewer extensions in relation to the existing sanitary sewerage system.

The proposed extensions involve the construction of approximately 15,000 linear feet of sanitary sewers, serving approximately 260 lots.

The tentative estimated costs are as follows:

Mr. George L. Hall
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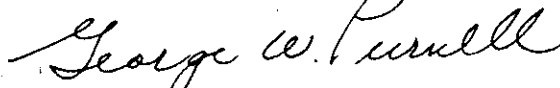
(a) Estimated Construction Cost	\$31,167
(b) Legal Expenses	500
(c) Design, Plans and Supervision	1,500
(d) Field Engineering and Inspection	1,500
(e) Administrative and Miscellaneous Expenses	<u>500</u>
Total Estimated Cost	\$35,167

A breakdown of the total estimated cost is shown in the enclosed copy noted as Exhibit B, entitled "Tentative Cost Estimates and Location of Proposed Sanitary Sewer Extensions", dated June 21, 1940.

Upon completion of final plans and specifications, construction permits will be requested from your department.

Very truly yours,

THE MAYOR & COUNCIL OF SALISBURY,



George W. Purnell
Assistant City Engineer.

CG vg
encls.

cc: Official Minutes (City Clerk)

CITY HALL, SALISBURY, MARYLAND -- JULY 22, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, July 22, 1940, at 7:30 P.M. with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, John E. Morris, John G. Howie and Albin A. Hayman. Councilman Eugene M. Messick being absent.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Mr. and Mrs. Mills appeared before the Mayor and Council regarding a building line on Martin Street.
3. Messrs. Ralph Grier and Alfred T. Truitt appeared before the Mayor and Council in regards to a meeting to be held in the office of the State Roads Commission in Baltimore on July 24.
4. Motion made and passed that Parking Ticket Nos. 4706, 4703 and 4710 be excused.
5. Motion made and passed that Chief Holland's weekly report and report for the month of June, be received and filed.
6. Chief Holland presented bids on a filing cabinet for the Police Department. The following bids were received:

White and Leonards,	Salisbury, Maryland	...	\$22.95
Willing's,	Salisbury, Maryland	...	21.00
- Motion made and passed that Chief Holland be authorized to purchase one steel filing cabinet from the lowest bidder, Willing's, for the sum of \$21.00 delivered to the City Hall.
7. Mr. Harry Hastings, Building Inspector, stated that certain members of the Committee for Zoning Changes West of the Salisbury By-Pass and South of Newton Street, namely, E. Sheldon Jones, John L. Morris, Lynn Mann, Paul Watson, and Elmer Baker, approved the changing of this area from R-40-C to R-40-B.
8. Mr. Charles Ralph appeared before the Mayor and Council and asked what decision they had made regarding his request to have the rabbits at Doctor Rademaker's premises on Camden Avenue removed. This matter was referred to the City Solicitor.
9. Motion made and passed that Plumbing Inspector's reports be received and filed.
10. Motion made and passed that City Engineer be authorized to prepare a plat of Glen Avenue, from Parkway Avenue to Long Avenue, in order to obtain easement area for street grading purposes.
11. Motion made and passed that City Solicitor be authorized to prepare an easement for Glen Avenue, from Parkway Avenue to Long Avenue, in order to obtain easement area for street grading purposes.

Minutes of Mayor and Council Meeting

Page 2

July 22, 1940

12. The City Engineer presented five applications for water services from the Pocahontas Coal Company requesting facilities on Forest Lane Drive.

Motion made and passed that City Engineer be authorized to construct a 6-inch water main and appurtenances on Russell Avenue, between N. Pinehurst and Forest Lane Drive; thence on Forest Lane Drive, between Russell Avenue and Camden Avenue; for a total distance of 780 feet, in order to serve lot numbers 6, 8 and 10 of Block A, and lot numbers 7 and 9 of Block B on Forest Lane Drive.

13. The City Engineer presented five applications for sanitary sewer facilities on Forest Lane Drive from the Pocahontas Coal Company in order to serve lot numbers 6, 8 and 10 of Block A, and lot numbers 7 and 9 of Block B.

Motion made and passed that the construction of this sewer be held in abeyance until funds are available.

14. The City Engineer presented a release from the Insurance Underwriters' Adjustment Bureau regarding a \$10.00 claim covering damages sustained by City's Garbage Truck in an accident with Frank B. Preston of Delmar, Delaware.

Motion made and passed that City Solicitor review the release, and if found satisfactory, Mayor Hitchens to sign same for the aforesaid claim.

15. Motion made and passed that bids received on street signs, as shown in minutes of July 15, be held for future consideration.

16. The City Engineer presented a request from Calvin White for sidewalk grades on Belle Avenue. The City Engineer pointed out that in order to give these grades, it would be necessary to donate land to Calvin White and acquire land from Georgia Phillips due to curve in Street.

Motion made and passed that City Solicitor be authorized to confer with Mrs. Phillips regarding the acquisition of this land and if the arrangement is satisfactory, the City Solicitor to prepare deed for same.

17. Motion made and passed that City Engineer be authorized to purchase three (3) water coolers from the Dobbins Manufacturing Company of Elkhart, Indiana for use on Water and Street Department trucks.

18. The City Solicitor presented minutes of the meeting with the Sportmen' Clubs in regards to the rules and regulations of a proposed Dog Ordinance.

Motion made and passed that this be held under future consideration.

Minutes of Mayor and Council Meeting

Page 3

July 22, 1940

19. Motion made and passed that City Solicitor be authorized to negotiate with Mr. Elmer Williams in regards to a parcel of land located on the Salisbury Boulevard at the intersection of Newton Street which is owned by the Mayor and Council.
20. Motion made and passed that Mr. Mervin Ellis be employed as Water Plant Operator at a salary of \$25.00 per week, so that an 8-hour shift may be adopted at the Municipal Water Plant and Fire Department Headquarters Building No. 1.
21. Motion made and passed that the Mayor and Council hold a special meeting on Friday night at 7:30 P.M. in order to discuss the finances of the City.
22. Motion made and passed that Vouchers 13,800 to 13,828, inclusive, be approved for payment.

There being no further business, meeting adjourned at 11:30 P.M.

CITY HALL, SALISBURY, MARYLAND -- JULY 29, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, July 29, 1940, at 7:30 P.M. with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, John E. Morris, John G. Howie and Albin A. Hayman. Councilman Eugene M. Messick being absent.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Chief of Fire Department, Walter B. Disharoon, appeared before the Mayor and Council and asked permission to purchase an electric fan for Fire Headquarters No. 1.

Motion made and passed that Chief Disharoon be authorized to purchase one electric fan from the Artcraft Fixtures Company, Salisbury, for a sum not to exceed Fifty-one Dollars (\$51.00).

3. Motion made and passed that Chief Disharoon be authorized to paint the roof of Fire Department Building No. 1 for a sum not to exceed Fifteen Dollars (\$15.00).
4. Mr. Harry Hastings, Building Inspector, stated that he had contacted the Committee for Zoning Changes West of the Salisbury By-Pass and South of Newton Street; and also the Committee for Zoning Changes East of the Salisbury By-Pass and South from Lincoln Avenue; and the recommendations of these Committees were as follows:

(a) Area West of the Salisbury By-Pass and South of Newton Street be changed from R-40-C to R-40-B;

(b) Area East of the Salisbury By-Pass and South from Lincoln Avenue be changed from R-40-C to R-40-B.

5. Mr. Coston Goslee appeared before the Mayor and Council requesting permission to extend water and sewer from his property to a property located on South Park Drive in the rear of his premises, with the understanding that he would sign the necessary documents giving the City permission to enter upon his premises in order to maintain said service lines and, further, that he would agree to discontinue water and sewer service from the rear of his property if and when the City built water and sewer along South Park Drive.

Motion made and passed that City Solicitor Potts be authorized to prepare the necessary legal documents and present same to Mr. Goslee for signature.

6. The City Engineer pointed out that the widening of Glen Avenue involved the acquisition of 10-feet of land from Mr. Coston Goslee. Mr. Goslee suggested that the President of Council and City Engineer meet him on the premises in order to discuss this matter.
7. Mrs. Richard Pillsbury and Miss Sara Holloway appeared before the Mayor and Council requesting the use of the Municipal Park for recreational activities to be held on August 8, 11, 24 and 29.

Motion made and passed that this request be granted.

Minutes of Mayor and Council Meeting

Page 2

July 29, 1940

8. Messrs. William Kellam, Clarence Elliott and Virgil Wilkins appeared before the Mayor and Council objecting to the smoke nuisance coming from the building owned by C. D. Krause and known as the Star Laundry.

Motion made and passed that City Engineer and City Solicitor be authorized to contact Mr. C. D. Krause in order to work out an arrangement satisfactory to all concerned.

9. Motion made and passed that Parking Ticket No. 4011 be excused.
10. Motion made and passed that City Engineer be authorized to make a survey of parcel of land located at the intersection of Brown and Truitt Streets which is to be acquired by the City for street purposes from Mr. Virgil Wilkins.

Motion made and passed that City Solicitor be authorized to prepare a deed for this property.

11. Motion made and passed that Master Plumbers be allowed to take out water and sewer applications to be signed by the applicants.
12. The City Engineer presented sealed bids on cast iron pipe and fittings under Contract 397-WD, which are as follows:

R. D. Wood Company, Philadelphia, Pa.--

Item 1: 800' 6" Pipe at \$0.855 per foot
Item 2: Fittings, lump sum \$130.35

U. S. Pipe & Foundry, Philadelphia, Pa. --

Item 1: 800' 6" Pipe at \$0.84 per foot
Item 2: Fittings, lump sum \$123.40

Motion made and passed that City Engineer be authorized to purchase the above material from the lowest bidder, U. S. Pipe and Foundry of Philadelphia, said price to include transportation charges to Willow Street Storage Yard, Salisbury, Maryland.

13. Motion made and passed that City Engineer be authorized to purchase from the Darling Valve & Manufacturing Company of Williamsport, Pennsylvania, for use under Contract 397-WD, the following:

2- 4" Valves @ \$13.00 each)
4- 6" Valves @ \$21.75 each)
3- Fire Hydrants @ \$67.50 each), subject to a discount of 2 per cent for payment within ten days. The above prices include transportation charges to Willow Street Storage Yard, Salisbury, Maryland.

14. Mr. W. W. Kellam's request to purchase six (6) angle iron posts was presented by City Engineer Gardner--for which he agreed to pay at the rate of 40-cents per 100-pounds.

Motion made and passed that action on this matter be deferred until.

inventory of salvaged material is completed by committee appointed by the City Council.

15. The City Engineer pointed out that applications for water and sewer received by his office involving extensions were sometimes of such a nature that it was impossible to determine whether houses would be built as per application submitted.

Motion made and passed that action on this matter be deferred until the next regular meeting.

16. The City Engineer presented Six Months' Report of Operations of the Municipal Water Department for the period ending June 30, 1940.

Motion made and passed that this report be received and filed.

17. Motion made and passed that City Solicitor be authorized to draw an ordinance for the Eastern Shore Oil Company to construct gasoline storage tanks on their property located on Lake Street.

18. Motion made and passed that City Engineer be authorized to extend water and sewer service to one of the properties owned by the City and located on Lake Street for the purpose of serving the Colored Nursery.

Motion made and passed that Superintendent of Water Department be authorized to render bill for water consumed on a Flat Rate basis to Mr. R. H. Cook, Lake Street, Salisbury, Maryland.
8.

19. Motion made and passed that City Clerk be authorized to publish financial statements of the General Fund for the nine months' period ending June 30, 1940 and of the Water Department for the Six months' period ending June 30, 1940 in the Salisbury Times and Salisbury Advertiser.

20. Motion made and passed that Vouchers 13,830 to 13,870, inclusive, be approved for payment.

There being no further business, meeting adjourned at 12 Midnight.

Hilary M. Taylor, President

L. Thomas Parker, Jr., Deputy
Clerk

CITY HALL, SALISBURY, MARYLAND -- JULY 30, 1940

The Mayor and Council of Salisbury met in special session at the City Hall on Tuesday, June 30, 1940, at 11:00 A.M. with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, Eugene M. Messick, John E. Morris, John G. Howie, and Albin A. Hayman.

1. Motion made and passed that Councilman John E. Morris be authorized to act as Clerk for this meeting.
2. At this point in the meeting, Mayor I. Virgil Hitchens made the following statement:

After waiting considerable time in order to investigate the qualifications of the various applicants for the position of Clerk, Treasurer and Collector of Taxes of the City of Salisbury and having gone into the appointment from every angle, I feel that the person named to fill this vacancy should be properly qualified, should be able to take complete charge of the Treasurer's office and further, be able to meet the public. I also believe that this person should not be connected in any way politically with the City Administration. Under these circumstances, I wish to submit a person whom I believe to be qualified in every respect for the appointment as Clerk, Treasurer and Collector of Taxes; namely, Mr. Richard C. Insley, who will serve from August 1, 1940 until July 1, 1941.

Motion made by Councilman Messick, seconded by Councilman Howie, and unanimously passed that Mr. Richard C. Insley be confirmed as Clerk, Treasurer and Collector of Taxes to The Mayor and Council of Salisbury.

3. Motion made and passed that there being no further business, the meeting be adjourned at 11:45 A.M.

Hilary M. Taylor, President

John E. Morris, Acting Clerk

City of Salisbury



MAYOR
I. VIRGIL HITCHENS
CITY ENGINEER
CLARKE GARDNER
CITY SOLICITOR
CHARLES J. POTTS
DEPUTY CLERK
L. THOMAS PARKER, JR.

MEMBERS OF COUNCIL
HILARY M. TAYLOR, PRESIDENT
EUGENE M. MESSICK
JOHN E. MORRIS
JOHN G. HOWIE
ALBIN A. HAYMAN

MARYLAND

WAIVER OF NOTICE OF SPECIAL MEETING OF THE MAYOR AND COUNCILMEN OF THE MAYOR AND COUNCIL OF SALISBURY, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND.

We, the undersigned Mayor and Councilmen, respectively, of The Mayor and Council of Salisbury, a municipal corporation of the State of Maryland, hereby waive notice of a special meeting held at the City Hall, Salisbury, Maryland, on July 30, 1940 for the purpose of appointing and confirming a Clerk, Treasurer and Collector of Taxes to The Mayor and Council of Salisbury to serve until July 1, 1941.

WITNESS our hands and seals this 5th day of August, 1940.

I. Virgil Hitchens (SEAL)
Mayor

Hilary M. Taylor (SEAL)
Councilman

John E. Morris (SEAL)
Councilman

Albin A. Hayman (SEAL)
Councilman

Eugene M. Messick (SEAL)
Councilman

John G. Howie (SEAL)
Councilman

CITY HALL, SALISBURY, MARYLAND--AUGUST 5, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, August 5, 1940, at 7:30 P.M. with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, John E. Morris, Eugene M. Messick, John G. Howie and Albin A. Hayman.

1. Motion made and passed that minutes of the regular meeting held on July 29, and those of a special meeting held on July 30, be approved as read.
2. Mr. Howard Hitch appeared before the Mayor and Council in reference to his unpaid taxes for 1937. Mr. Hitch stated that he was certain the 1937 taxes had been paid but could not locate his receipt.

After a brief discussion, the Council authorized the City Treasurer to check tax receipts on this account and render a report at the next regular meeting.

3. Motion made and passed that Oath of Richard C. Insley, as Clerk, Treasurer and Collector of Taxes, be received and become a part of these minutes.
4. Motion made and passed that Bond of City Clerk, Treasurer, and Collector of Taxes be approved and recorded with the Clerk of the Circuit Court.
5. Motion made and passed that Chief Holland's report for week ending August 4, together with report for month of July, 1940, be received and filed.
6. Chief Holland presented an estimate from the Heinz Motor Company on repairs to the Harley-Davidson motorcycle.

Motion made and passed that Chief Holland be authorized to have the Harley-Davidson motorcycle repaired by the Heinz Motor Company in accordance with their estimate in the amount of \$89.90.

7. Motion made and passed that Parking Ticket Nos. 4765 and 4732 be excused.
8. At 8:00 P.M., the City Engineer presented sealed bids on one (1) 8-ton, 3 wheel, gasoline-powered road roller. The following bids were received:

Buffalo-Springfield Roller Company, Springfield, Ohio
(Base Bid)

Item 1:	8/9 ton road roller, equipped with pneumatic scarifier	
		\$4420.00
	Less allowance for City's roller	800.00
	Net -- f.o.b. cars, Salisbury, Maryland	\$3620.00

Item 2:	For hydraulic steering apparatus, add	\$ 100.00
Item 3:	For electric self-starter, add	\$ 60.00
Item 4:	With cab and curtains, add	\$ 50.00

Minutes of Mayor and Council Meeting

Page 2

August 5, 1940

Buffalo-Springfield Roller Company, cont'd --

(Alternate Bid)

Item 1: Used 8/9 ton road roller, including trade-in of City's road roller, for the sum of \$2950.00 f.o.b. cars, Salisbury, Maryland.

Item 2: For electric self-starter, add \$60.00

Item 3: For cab and curtains, add \$50.00

Curry Equipment Corporation, Philadelphia, Pennsylvania

(Base Bid)

Item 1: 1- Austin-Western 3 wheel road roller, complete with scarifier \$4675.00
Less trade-in of City's road roller 800.00
Net -- f.o.b. cars, Salisbury, Maryland \$3675.00

Item 2: For electric self-starter, add \$ 70.00

Item 3: With cab and curtains, add \$ 110.00

Terms: 2 per cent discount for payment within 10 days.

D. C. Elphinstone, Inc., Baltimore, Maryland

(Base Bid)

Item 1: 1- Huber 8-ton, 3 wheel, road roller \$3800.00
Less trade-in allowance of City's road roller 760.00
Net -- f.o.b. cars, Salisbury, Maryland \$3040.00

Item 2: For hydraulic scarifier, add \$ 550.00

Item 3: For electric self-starter, add \$ 90.00

Item 4: With cab and curtains, add \$ 85.00

Item 5: For dual steering (hydraulic), add \$ 75.00

Terms: 25 per cent cash; balance, in monthly payments, with no interest charges.

John C. Louis Company, Baltimore, Maryland

(Base Bid)

Item 1: 1- 8 ton Galion "Warrior" 3-wheel road roller and scarifier \$4600.00
Less trade-in allowance on City's road roller 800.00
Net -- f.o.b. cars, Salisbury, Maryland \$3800.00

Item 2: For electric self-starter, add \$ 85.00

Item 3: With cab and curtains, add \$ 80.00

Note: The above equipment can be furnished with hydraulic or manual steering at no extra cost.

Motion made and passed that all bids be held for future consideration.

9. Motion made and passed that Building Inspector's report for the month of July, 1940, be received and filed.

Minutes of Mayor and Council Meeting

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August 5, 1940

10. Motion made and passed that Plumbing Inspector's report for the month of July, 1940 be received and filed.
11. Motion made and passed that the offices of the Plumbing Inspector and the Building Inspector be consolidated and located on the second floor of the City Hall.
12. Motion made and passed that a person be employed to act as Secretary to the Building and Plumbing Inspectors at a salary of \$12.00 per week; half, to be paid by Water Department and the remainder from the General Fund.
13. Motion made and passed that the C and P Telephone Company be authorized to install a direct line, with one extension, in the office of the Building and Plumbing Inspectors and that individual listings be made; also, that the extension on 149 be discontinued.
14. Motion made and passed that Ordinance No. 417, an ordinance authorizing and directing the Clerk of the City of Salisbury to issue a permit to Willard I. Donoho and Harry D. Peters, partners trading as The Eastern Shore Oil Company, in accordance with their application for a permit to construct and install the following vertical tanks; one (1) gasoline storage tank of 100,000 gallons capacity, one (1) kerosene storage tank of 100,000 gallons capacity, and one (1) fuel oil storage tank of 100,000 gallons capacity, and the following horizontal tanks; three (3) gasoline storage tanks of 20,000 gallons capacity each, three (3) gasoline storage tanks of 25,000 gallons capacity each, and one (1) gasoline storage tank of 15,000 gallons capacity, with a steel-walled moat around said tanks on the property of said partners, located on the East side of Lake Street between West Main and West Isabella Streets in the City of Salisbury, Maryland, be read, posted, advertised, and all property owners within 300-feet notified, and passed for first reading.
15. The City Engineer presented a letter from the C and P Telephone Company requesting permission to install three cable crossings in the Wicomico River within the corporate limits of Salisbury, with the understanding that the City release the Telephone Company from any damages that may occur to the bulkhead during the course of cable construction.

Motion made and passed that this matter be referred to the City Solicitor.

16. The City Engineer presented a complaint from Mr. Guy M. Snow regarding water bill for month of July, 1940 amounting to \$20.67 at his residence located on Riverside Drive, outside the City limits. The City Engineer pointed out that Mr. Snow obtained a Plumber to check his premises for leaks and found none; and, further, the City Engineer stated that the water meter had been tested and found to be correct.

The Council discussed this matter and authorized the City Engineer to advise Mr. Snow that no adjustment could be made on this account.

Minutes of Mayor and Council

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August 5, 1940

17. The City Engineer presented a request from Miss Minnie Laws regarding a reflector for the street light in front of her house on Smith Street.

Motion made and passed that Building Inspector be authorized to notify the Eastern Shore Public Service Company to place a reflector on street light adjacent to Mr. Lee Laws' property on Smith Street.

18. The City Engineer presented bids on two (2) 32x6 8-ply tires and tubes for use on truck in Street Department. The following bids were received by Mr. Richard Cooper, of the Engineering Division, in the presence of representatives from concerns noted below--at 3:00 P.M. Friday, August 2, 1940:

R. D. Grier & Sons Co.,	Salisbury, Md.	\$51.10
Goodrich Silvertown Stores,	Salisbury, Md.	\$43.24
Firestone Service,	Salisbury, Md.	\$50.82

Motion made and passed that City Engineer be authorized to purchase two (2) 32x6 8-ply, No. 1 grade, tires and tubes from the lowest bidder, Goodrich Silvertown Stores of Salisbury, for the sum of \$43.24 to be used on truck in Street Department.

19. Motion made and passed that Citizens Gas Company be authorized to construct a 3-inch gas main on the East side of Russell Avenue, between N. Pinehurst Avenue and Monticello Avenue, in accordance with permit and drawing, designated as G-120 and L-40-24, respectively.
20. Motion made and passed that City Solicitor be authorized to revise the dog ordinance as per instructions of the Mayor and Council.
21. Motion made and passed that City Engineer be authorized to purchase 100 copper rings from the A.B.C. Manufacturing Company of Quincy, Illinois at the rate of twenty cents (\$0.20) each. These rings to be used on sewer construction for purpose of preventing root growth.
22. The City Engineer presented a request from Mr. F. A. Grier, Jr., regarding the construction of an asphalt driveway on his property located at the intersection of College Avenue and Camden Avenue.
- Motion made and passed that this request not be granted.
23. Motion made and passed that City Treasurer be authorized to refund Plumbing Permit Fee to Mr. John E. Morris, in the amount of \$3.25. This fee to be refunded due to the fact that this permit was issued before Plumbing Ordinance No. 438 was passed. This permit covered Lot No. 94 on South Park Drive.

Minutes of Mayor and Council

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August 5, 1940

24. Motion made and passed that City Engineer be authorized to grade Somerset Avenue, between Russell Avenue and a point 200 feet East of Russell Avenue.
25. Motion made and passed that City Solicitor be authorized to prepare easements on the property of Lloyd Richardson and Others for public utilities in the vicinity of Highland Avenue and South Park Drive, as per plats to be prepared by the City Engineer.
26. Motion made and passed that City Solicitor be authorized to prepare easements on the property of Georgia Phillips' Heirs and Others for public utilities in the vicinity of Saratoga Street and E. Main Street, as per plats to be prepared by the City Engineer.
27. Motion made and passed that the Mayor and Charter Committee meet at the City Hall on Friday, August 9, 1940, at 8:00 P.M.
28. Motion made and passed that City Treasurer be authorized to refund \$6.35 for interest on 1936 taxes of S. Liebovitz & Sons to Mr. John T. Savage. This amount is being refunded because in the transferring of this property from S. Liebovitz & Sons to Mr. John T. Savage, the 1936 taxes were overlooked and were not paid until May, 1940 by Mr. John T. Savage--\$6.35 being the interest charges on 1936 taxes to date.
29. Motion made and passed authorizing the City Treasurer to include in Voucher No. 13,899, two weeks extension of the salary of the Secretary of the By-Pass Committee at the rate of \$50.00 per week.
30. Motion made and passed that City Engineer be authorized to draft a resolution regarding the extension of water and sewers as agreed upon by the Mayor and Council and present same at the next regular meeting.
31. President of Council Taylor presented a letter from the Chamber of Commerce under date of August 2, 1940 in which a request was made for the abatement of taxes on the Martin and Schwartz holdings. Action on this matter was deferred until the next regular meeting.
32. Motion made and passed that Voucher Nos. 13,871 to 13,929, inclusive, be approved for payment.

There being no further business, meeting adjourned at 12:48 A.M.

Hilary M. Taylor, President

Richard C. Insley, City Clerk

CITY HALL, SALISBURY, MARYLAND--AUGUST 12, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, August 12, 1940, at 8:00 P.M. with the following present: Mayor I. Virgil Hitchens, Council Hilary M. Taylor, John E. Morris, Eugene M. Messick, John G. Howie and Albin A. Hayman.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Mr. George Chandler appeared before the Mayor and Council requesting information on the distance the Business Area extended from both sides of the Snow Hill Road in the vicinity of Highland Avenue and Race Street. Mr. Chandler stated that he had a prospective purchaser of this property who was interested in locating a Food Distribution Center in this vicinity and part of the lot was zoned as Business and a small portion was zoned as Residential at the present time.

After a brief discussion, President Taylor appointed a committee, composed of Councilmen Messick, as Chairman, Morris and Hayman, to meet with the Building Inspector on the site at 4:00 P.M. Tuesday, August 13, 1940.

3. Mr. Reese Dennis appeared before the Mayor and Council and read Ordinance No. 165; also, a section of the State Act regarding the registering and licensing of all coal dealers within the State. Mr. Dennis presented a petition from the Diamond Coal Company, Pocahontas Coal Company, Nock Coal Company and the Farmers and Planters Company, in which it was requested that any one individual, company, or corporation selling coal or coke within the city limits be required to comply with Chapter 349, Laws of Maryland--1937.

The Council suggested that Mr. Dennis contact the State's Attorney regarding the enforcement of this law.

4. Mr. F. L. Insley, Harbor Master, advised the Mayor and Council that he had contacted Mr. Pratt Phillips regarding the discharge of tomato skins into the North Prong of the Wicomico River. Mr. Insley stated that he did not receive satisfactory cooperation and, therefore, placed the matter into the hands of the War Department.

The City Engineer then presented a letter from the War Department, signed by H. L. Robb, Lt.Col., Corps of Engineers, under date of August 8, 1940, in which the War Department requested the City of Salisbury to disconnect the Canning Factory sewer if further violation occurred.

Motion made and passed that City Solicitor Potts be authorized to forward a copy of the above referred to letter to Mr. Pratt Phillips be Registered Mail, Return Receipt requested. The Council also requested the City Solicitor to give them a ruling as to the liability of the City in case the Canning Factory sewer was disconnected in accordance with request from War Department.

Minutes of Mayor and Council Meeting

Page 2

August 12, 1940

5. Motion made and passed that the weekly report of the Chief of Police be received and filed.
6. Chief Holland reported that a rooming house, located at 210 Lake Street, was over-crowded with undesirable transients creating a possible menact to public health.

The Mayor and Council asked the Health Officer to investigate conditions at this location and request that immediate steps be taken to remedy the situation. At this point, Mayor Hitchens stated that a delegation of colored citizens had called upon him asking that this condition be remedied.

7. Mr. Harry S. Hastings, Building Inspector, presented plans from the Sinclair and the Richfield Refining Companies regarding the erection of additional tanks on their respective properties located on Lake Street.

The Council instructed Mr. Hastings to notify the Sinclair and the Richfield Companies to submit plans for the erection of concrete dyking around all their tanks providing the location is the same as presented on tentative plans. However, if separate and remote locations are used, concrete dyking is to be erected around the new tanks.

8. Motion made and passed that Plumbing Inspector's report of re-inspection of Plumbing Fixtures on all dwellings within the corporate limits of Salisbury be received and filed.
9. Motion made and passed that Building and Plumbing Inspectors be authorized to turn over to the City Treasurer's Office, daily, all permit fees collected or received.
10. Motion made and passed authorizing the City Treasurer to draw a voucher in the amount of \$25.00 which is to be used for change purposes in the office of the Building and Plumbing Inspectors.
11. Motion made and passed that Miss Harriet Stewart, Secretary to the Plumbing and Building Inspectors, be bonded for the collection of building and plumbing fees to the extent of \$1,000.00.
12. Motion made and passed that Insurance Committee, composed of John E. Morris, Chairman, Eugene M. Messick and Albin A. Hayman, render a report of their findings regarding City Insurance at the next regular meeting.
13. Motion made and passed that City Clerk be authorized to purchase five (5) binders to cover the minutes of the Mayor and Council meetings at a price not to exceed Twenty Dollars (\$20.00).
14. Motion made and passed authorizing Clerk to purchase an Ordinance Book for the sum of \$29.57.

Minutes of Mayor and Council Meeting

Page 3

August 12, 1940

15. The City Clerk presented letters from violators who were given parking ticket Nos. 4740 and 4547 in which they asked to be excused from the payment of fines.

After due consideration, the Council instructed the Clerk to notify violators that there was not sufficient evidence presented to justify being excused and, under the circumstances, fines should be remitted.

16. The City Clerk presented a letter from Martin & Schwartz, Inc., requesting a tax abatement.

The Council authorized this matter be turned over to the City Solicitor with a request that he render a report at the next regular meeting.

17. Motion made and passed that Ordinance No. 154, pertaining to medicine shows, be repealed and reenacted so as to provide for a fee of Fifteen Dollars (\$15.00) per day per show in lieu of the present Five Dollar (\$5.00) per day per show fee.

18. The City Clerk presented a list showing discrepancies in assessment of various properties.

The Council instructed the Clerk to obtain information regarding these reductions and present this data at their next regular meeting.

19. Motion made and passed that City Engineer be authorized to construct approximately 100-feet of curb and gutter, together with storm water drain outlet, at the foot of New York Avenue adjoining Johnson's Pond.

20. Motion made and passed that a special meeting be called at 4:00 P.M. Friday, August 16, 1940, in order to discuss bids received on road rollers for street department.

21. The City Engineer presented alternate grades for Somerset Avenue with a request that consideration be given to a straight grade which would necessitate filling in of the street higher than land on both sides for a distance of approximately 600-feet.

Motion made and passed that a Committee, composed of Councilmen John E. Morris and City Engineer Clarke Gardner look this over and render a report at the next regular meeting.

22. Motion made and passed that Monthly Report of Income and Expenditures, as presented by the Superintendent of the Water Department be received and filed.

23. The City Engineer informed the Mayor and Council that the Health Order for the \$35,000 proposed bond issue, covering water and sewer extensions within the corporate limits of Salisbury, had been forwarded to the Governor and Attorney General for signatures.

Minutes of Mayor and Council Meeting

Page 4

August 12, 1940

24. Motion made and passed that City Engineer be authorized to prepare survey and plat of Long Avenue, between E. Main Street and the corporate limits, for the purpose of establishing a street grade which involves an easement area, releases from property owners, together with the acquisition of a 1-ft. strip of private property bordering the East side of Long Avenue.
25. Motion made and passed that City Solicitor be authorized to prepare the necessary legal documents pertaining to the grading of Long Avenue.
26. The City Engineer pointed out that it was possible to obtain from the Keystone Automobile Club a number of slow signs which could be installed at various streets intersecting with Smith Street.

Motion made and passed that this matter be referred to the City Traffic Commission.

27. The City Engineer requested authority to install two new-type street signs on the two ornamental lights located at the intersection of Main and Division Streets. The Council granted permission for temporary installation, with the understanding that they were to be erected at no expense to the City.
28. Motion made and passed that Superintendent of Water Department be authorized to purchase one (1) steel chair for the sum of \$15.40 for use in the Water Department.
29. Motion made and passed that permission be granted to Lex Grier to use City equipment for the painting of certain streets in the Town of Seaford, Delaware prior to the installation of parking meters. This permission granted with the understanding that the City Engineer would bill R. D. Grier & Sons Company for use of this equipment.
30. Motion made and passed that Ordinance No. 414, an ordinance authorizing the licensing of dogs in the City of Salisbury, Maryland, the collection of dog license fees and the regulation of dogs and providing penalties for failure to comply with said ordinance, be introduced, read, posted, and passed for first reading.
31. The City Solicitor presented a letter addressed to the Chesapeake and Potomac Telephone Company pertaining to their request for a release from the City in lowering certain telephone cables crossing the Wicomico River.

Motion made and passed that Mayor Hitchens be authorized to sign this letter and a copy of same be attached to these minutes.

Minutes of Mayor and Council Meeting

Page 5

August 12, 1940

32. The City Engineer presented a resolution pertaining to the extension of water and sewers on accepted streets within the city limits.

Motion made and passed that copy of this resolution be signed by Mayor and President of Council and attested to by the City Clerk; and, further, a copy of this resolution be attached to these minutes.

33. The City Engineer explained that 2-inch water mains located on South Park Drive and Glen Avenue were loaded to capacity and suggested that they be replaced with larger mains so as to provide adequate domestic pressure and fire protection.

Motion made and passed that the construction of larger mains be held for future consideration.

34. Mayor I. Virgil Hitchens pointed out the condition of the railroad crossing recently constructed by P. D. Phillips at Cypress Street stating it was a definite hazard to vehicular traffic and suggested that Councilmen meet on the site and see the situation themselves.

At this point in the meeting, Councilman Morris brought up the question of opening a grade crossing at West Road. The City Engineer then pointed out that sometime ago, Mr. Phillips agreed to the closing of grade crossing on Cypress Street as a public crossing providing that the 40-ft. roadway be deeded to him to be used as a private road and crossing.

35. Motion made and passed that Vouchers 13,930 to 13944, inclusive, and Vouchers 13,946 to 13,958, inclusive, be passed for payment; Voucher 13,945 to be marked void.

There being no further business, meeting adjourned at 1:18 A.M.

Hilary M. Taylor, President

Richard C. Insley, Clerk

MAYOR
I. VIRGIL HITCHENS
CITY ENGINEER
CLARKE GARDNER
CITY SOLICITOR
CHARLES J. POTTS
DEPUTY CLERK
L. THOMAS PARKER, JR.



MARYLAND

MEMBERS OF COUNCIL
HILARY M. TAYLOR, PRESIDENT
EUGENE M. MESSICK
JOHN E. MORRIS
JOHN G. HOWIE
ALBIN A. HAYMAN

R E S O L U T I O N

WHEREAS, The Mayor and Council of Salisbury, Wicomico County, Maryland recognize that it is essential to the maintenance of public health and to the progress of the City of Salisbury that water and sewer facilities be extended for reasonable distances along accepted public streets within the corporate limits; and

WHEREAS, The Mayor and Council wish to encourage residential construction, home ownership, and business development by furnishing adequate water and sewer facilities within the City's financial means;

THEREFORE, BE IT RESOLVED by The Mayor and Council, that, in order to properly safeguard the expenditure of public funds, any property owner or owners who request water and sewer extensions in excess of one hundred feet shall be required, as evidence of good faith, to obtain building permits simultaneously with plumbing permits, for the purpose of showing that buildings, dwellings or structures will be built in reasonable sequence, along a designated public street.

BE IT FURTHER RESOLVED by The Mayor and Council that the extension of water and sewer facilities to any property or

City of Salisbury



MAYOR
I. VIRGIL HITCHENS
CITY ENGINEER
CLARKE GARDNER
CITY SOLICITOR
CHARLES J. POTTS
DEPUTY CLERK
L. THOMAS PARKER, JR.

MEMBERS OF COUNCIL
HILARY M. TAYLOR, PRESIDENT
EUGENE M. MESSICK
JOHN E. MORRIS
JOHN G. HOWIE
ALBIN A. HAYMAN

MARYLAND

-2-

properties is contingent upon the availability of funds for water and sewer construction.

WITNESS our hands and the seal of The Mayor and Council of Salisbury this twelfth day of August, 1940,

I. Virgil Hitchens
Mayor
Hilary M. Taylor
President of Council

Attest:

Richard C. Ansley
City Clerk



MINUTES OF EXECUTIVE SESSION OF THE MAYOR AND
COUNCIL, HELD IN THE CITY HALL ON AUGUST 12, 1940

The Mayor and Council met in executive session at 7:30 P.M. in the City Hall, Salisbury, Maryland on Monday, August 12, 1940, with the following present: Councilmen Hilary M. Taylor, John E. Morris, Eugene M. Messick, John G. Howie and Albin A. Hayman. Mayor I. Virgil Hitchens was absent.

Messrs. Ralph H. Grier and Alfred T. Truitt, members of the Salisbury By-Pass Committee, were also present.

1. The purpose of this meeting was to discuss the availability of right of way funds for the construction of the Salisbury By-Pass, northward from Main Street.

2. Mr. Ralph H. Grier, Chairman, presented a letter from Mr. Ezra B. Whitman, Chairman of the State Roads Commission, in which the Commission stated that funds over and above the amount of the Bond Issue for Salisbury, as authorized by the Legislature for the purchase of rights of way on the Salisbury By-Pass Committee, would be available after October 1st.

3. Mr. Alfred T. Truitt, Secretary of the Salisbury By-Pass Committee, presented a list of properties on which options have not been secured to date.

In connection with these properties, Mr. Grier suggested that the City proceed with condemnation proceedings as it appeared to be impossible to get together on a reasonable price.

After a brief discussion, the Council authorized the By-Pass Committee to contact the Standard Oil Company and the Pennsylvania Railroad Company with reference to obtaining options on that portion of their property necessary for the roadway.

4. Chairman Grier pointed out that difficulties were being encountered in negotiating for the Taylor-Lloyd property.

The Council instructed the Clerk to notify, verbally, Mr. Grier to include the Taylor-Lloyd property in the condemnation proceedings along with other property to be handled in this manner.

5. The Mayor and Council instructed the Clerk to file the minutes of this meeting separately at this stage of the negotiations for the purchase of the roadbed rights of way for the extension of the Salisbury By-Pass, pending further developments.

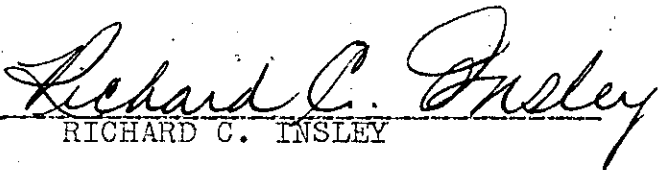
There being no further business, meeting adjourned at 7:55 P.M.

Hilary M. Taylor, President

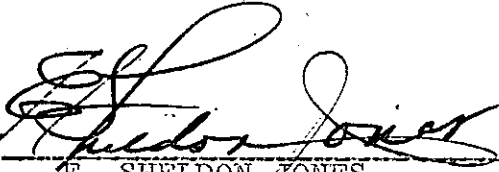
Richard C. Insley, City Clerk

OATH OF CLERK, TREASURER AND COLLECTOR
OF THE MAYOR AND COUNCIL OF SALISBURY

I, RICHARD C. INSLEY, in the presence of
Almighty God, do solemnly swear that I will well and
faithfully perform the duties of Clerk, Treasurer
and Collector of Taxes of The Mayor and Council of
Salisbury according to law and the ordinances of
The Mayor and Council of Salisbury.


RICHARD C. INSLEY

SUBSCRIBED AND SWORN TO before me Judge of
the People's Court and Justice of the Peace for
Wicomico County, State of Maryland, this 1st day of
August, in the year Nineteen Hundred and Forty.


E. SHELDON JONES

The Mayor and Council met in special session at the City Hall on Friday, August 16, 1940, at 4:00 P.M. with the following present: Mayor I. Virgil Hitchens, Councilmen Hilary M. Taylor, John E. Morris, John G. Howie, and Albin A. Hayman. Councilman Eugene M. Messick was absent.

1. Motion made and passed that Clarke Gardner be designated as Acting Clerk to keep the minutes of this meeting.
2. The City Engineer presented bids on road rollers which were previously presented to the Mayor and Council at their meeting held on August 5, 1940. These bids were supplemented with an additional bid from R. D. Grier & Sons Company on a HERCULES roller. All bids were supplemented by additional letters, or telegrams, covering deferred payment plans. The original and supplemental bids are as follows:

BUFFALO-SPRINGFIELD ROLLER COMPANY, Springfield, Ohio --

(Base Bid)

Item 1: 8/9 ton road roller, equipped with pneumatic scarifier	\$4420.00
Less allowance for City's roller	800.00
Net -- f.o.b. cars, Salisbury, Maryland	<u>\$3620.00</u>

Item 2: For hydraulic steering apparatus, add	\$ 100.00
Item 3: For electric self-starter, add	60.00
Item 4: With cab and curtains, add	50.00

Supplemental Bid presented by telegram dated August 16, 1940 on Deferred Payment Plan

Twenty-five per cent (25%) cash October 1, 1940 and balance in twelve (12) monthly installments beginning November 1, 1940. Mr. R. Logsdon, representing the Buffalo-Springfield Company, was present and stated that it would be no interest charges under this plan.

(Alternate Bid)

Item 1: Used 8/9 ton road roller, including trade-in of City's road roller, for the sum of \$2950.00, f.o.b. cars, Salisbury, Maryland.

Item 2: For electric self-starter, add	\$ 60.00
Item 3: For cab and curtains, add	\$ 50.00

Supplemental Bid presented by Telegram dated August 16, 1940 on Deferred Payment Plan

Twenty-five per cent (25%) cash October 1, 1940 and balance in twelve (12) monthly installments beginning November 1, 1940. Mr. R. Logsdon, representing the Buffalo-Springfield Company, was present and stated that it would be no interest charges under this plan. Mr. Logsdon further stated that the used road roller would be guaranteed the same as a new unit and that shipment of this roller could be made immediately and on approval.

CURRY EQUIPMENT CORPORATION, Philadelphia, Pennsylvania --

(Alternate Bid)

Item 1:	1- Austin-Western 3 wheel road roller, complete with scarifier	\$4675.00
	Less trade-in of City's road roller	800.00
	Net -- f.o.b. cars, Salisbury, Maryland	<u>\$3675.00</u>
Item 2:	For electric self-starter, add	\$ 70.00
Item 3:	With cab and curtains, add	110.00

Supplemental Bid presented by telegram dated August 15, 1940 on Deferred Payment Plan

Twenty-five per cent (25%) cash October 1, 1940 and balance payable in twelve (12) monthly installments, with five per cent (5%) interest on deferred payments.

D. C. ELPHINSTONE, INC., Baltimore, Maryland --

(Base Bid)

Item 1:	1- Huber 8-ton, 3 wheel, road roller	\$3800.00
	Less trade-in allowance of City's road roller	760.00
	Net -- f.o.b. cars, Salisbury, Maryland	<u>\$3040.00</u>
Item 2:	For hydraulic scarifier, add	\$ 550.00
Item 3:	For electric self-starter, add	\$ 90.00
Item 4:	With cab and curtains, add	\$ 85.00
Item 5:	For dual steering (Hydraulic), add	\$ 75.00

Supplemental Bid presented by letter -- dated August 15, 1940 on deferred payment plan.

Twenty-five per cent (25%) payment on October 1, 1940 and the remainder in twelve (12) monthly installments with no interest charges.

JOHN C. LOUIS COMPANY, Baltimore, Maryland --

(Base Bid)

Item 1:	1- 8 ton Galion "Warrior" 3-wheel road roller and scarifier	\$4600.00
	Less trade-in allowance on City's road roller	800.00
	Net -- f.o.b. cars, Salisbury, Maryland	<u>\$3800.00</u>
Item 2:	For electric self-starter, add	\$ 85.00
Item 3:	With cab and curtains, add	\$ 80.00

Note: The above equipment can be furnished with hydraulic or manual steering at no extra cost.

Supplemental bid presented by letter dated August 16, 1940 on Deferred Payment Plan.

Twenty-five per cent (25%) payment on October 1, 1940 and the balance equally divided into twelve (12) monthly non-interest bearing notes.

Minutes of Mayor and Council Special Meeting

Page 3

August 17, 1940

R. D. GRIER & SONS COMPANY, INC., Salisbury, Maryland --

Note: This firm did not submit a bid on August 5, but presented a bid on August 16, 1940.

(Base Bid)

Item 1: 1- Hercules 8-ton road roller, complete with scarifier, electric starter and canopy top, for the sum of \$4710.00
Less trade-in of City's road roller 800.00
Net -- f.o.b. cars, Salisbury, Maryland \$3910.00

Terms: twenty-five per cent (25%) cash payment on October 1, 1940 and the balance in six (6) to twelve (12) monthly payments with interest at six per cent (6%).

(Alternate Bid)

Item 1: 1- Hercules 8-ton road roller, including IRONEROLL, scarifier, self-starter, cab and curtains, for the sum of \$5260.00
Less trade-in of City's road roller 800.00
Net -- f.o.b. cars, Salisbury, Maryland \$4460.00

Terms: twenty-five per cent (25%) cash payment on October 1, 1940 and the balance in six (6) to twelve (12) monthly payments with interest at six per cent (6%).

After a lengthy discussion of the various bids, specifications and terms of payment, a motion was duly made and passed that the City Engineer be authorized to purchase from the Buffalo-Springfield Roller Company of Springfield, Ohio, on approval, one (1) slightly used 8-ton, 3 wheel road roller, current model, complete with scarifier and manual steering apparatus, for the sum of TWENTY-NINE HUNDRED FIFTY DOLLARS (\$2950.00) f.o.b. cars, Salisbury, Maryland, subject to the following conditions:

1. "The City of Salisbury will load on freight car at Salisbury, Maryland the City's Austin-Western Tandem Roller, the trade-in value of which is included in the above price of \$2950.00;
2. Terms of Payment--twenty-five per cent (25%) of \$2950.00 to be paid on October 1, 1940 and the residue to be paid in twelve monthly installments beginning November 1, 1940, with the understanding that no interest charges will be made under this purchase plan;
3. The above roller is to receive the same guarantee as a new 8-ton, 3-wheel Buffalo-Springfield roller, current model."

There being no further business, meeting adjourned at 6:00 P.M.

Hilary M. Taylor, President

Clarke Gardner, Acting Clerk

City of Salisbury
MARYLAND

August 17, 1940

Re: 3-13

The Buffalo-Springfield Roller Company
Springfield
Ohio

Gentlemen:

In accordance with your quotation dated August 3, supplemented by telegram dated August 16, including a clarification of terms, condition of guarantee, and shipment on approval as stated by your representative, Mr. R. Logsdon of Pennsgrove, New Jersey, kindly enter our order for immediate delivery of equipment noted below, which is pursuant to the following resolution passed by the Mayor and Council at a special meeting held in the City Hall, Salisbury, Maryland, on August 16, 1940:

"Motion duly made and passed that the City Engineer be authorized to purchase from the Buffalo-Springfield Roller Company of Springfield, Ohio, on approval, one (1) slightly used 8-ton, 3 wheel road roller, current model, complete with scarifier and manual steering apparatus, for the sum of TWENTY-NINE HUNDRED FIFTY DOLLARS (\$2950.00) f.o.b. cars, Salisbury, Maryland, subject to the following conditions:

"1. The City of Salisbury will load on freight car at Salisbury, Maryland the City's Austin-Western Tander Roller; the trade-in value of which is included in the above price of \$2950.00;

"2. Terms of Payment--twenty-five per cent (25%) of \$2950.00 to be paid on October 1, 1940 and the residue to be paid in twelve monthly installments beginning November 1, 1940, with the understanding that no interest charges will be made under this purchase plan;

"3. The above roller is to receive the same guarantee as a new 8-ton, 3-wheel Buffalo-Springfield roller, current model."

Sincerely yours,

Clark Gardner

City Engineer

cc: Mr. R. Logsdon, Pennsgrove, N.J.
✓ Mr. R. C. Insley, City Treasurer

CG vg



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

MARYLAND

August 14, 1940

re: YOUR 7235 (Wicomico R., Md) 2/1

The District Engineer
U. S. Engineer Office
332 Post Office Building
Baltimore, Maryland

Attn: Mr. H. L. Robb

Dear Sir:

This will acknowledge receipt of your letter of August 8 pertaining to a report rendered by Mr. F. L. Insley, Harbor Master, regarding the discharge of some tomato skins from the P. D. Phillips and Brothers Canning Plant into the North Prong of the Wicomico River.

This correspondence was placed before the Mayor and Council at their regular meeting held on August 13 and the City Solicitor was authorized to forward a copy of your letter to the Phillips Company.

For your information, the Mayor and Council will not hesitate in taking appropriate legal action provided that any liability will not be incurred on the City's part in regards to any damages that may occur to the Phillips Company property in case of back-flooding of sewer with the accompanying possibility of spoiling canned goods in storage.

Sincerely yours,

City Engineer

CG vg

cc: Mr. Charles J. Potts, City Solicitor

✓ Official Minutes

MINUTES OF EXECUTIVE SESSION OF
THE MAYOR AND COUNCIL OF SALISBURY HELD IN THE CITY HALL
ON AUGUST 19, 1940

The Mayor and Council of Salisbury met in executive session at 10.05 P.M. Monday, August 19, 1940, in the City Hall with the following present: Mayor I. Virgil Hitchens, President of Council Hilary M. Taylor, Councilmen John E. Morris, John G. Howie and Albin A. Hayman. Councilman Eugene M. Messick was absent.

1. This meeting was called for the purpose of discussing the suspension of Officer Raymond Shores, of the Police Department.
2. The President of Council asked for a report on the suspension of Officer Shores. Mayor I. Virgil Hitchens stated that on Sunday, August 11, he was called by a neighbor of Officer Shores, who stated that Shores was causing a disturbance at his residence on Washington Street. Mayor Hitchens said he went to Shores' residence and although he did not find Officer Shores or his wife at home, he verified the fact that a disturbance had occurred. Mayor Hitchens further stated that he notified the Desk Sergeant on duty to advise Officer Shores that he was not to go on duty at 12 Midnight on August 11 and was to report to him on Monday.

Upon talking with Officer Shores on Monday, the Mayor stated he was convinced that Officer Shores was guilty of conduct unbecoming to an officer of the law--therefore suspended him for thirty (30) days and recommended to the Council that this suspension be without pay.

Motion made and passed that the recommendation of Mayor Hitchens be approved.

3. A discussion was brought up regarding payment of taxes on property purchased from the estate of Miss Mary Parsons by Hilary M. Taylor and wife. Due to the absence of Councilman Eugene M. Messick, this matter was postponed to be brought up at a later date.

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The Clerk was authorized to look up the minutes on this transaction and report at the next meeting regarding this matter.

4. The matter of an abatement on taxes of the Martin and Schwartz Company was brought up but after a discussion, the Clerk was instructed to look up the minutes regarding this matter.
5. The Clerk presented two accident insurance policies, both covering the members of Salisbury Fire Department No. 2 and asked that he be instructed as to which policy was to be accepted by the Clerk

Motion made and passed that the policy of the Maryland Casualty Company be accepted and the Commercial Casualty Company be notified by the Clerk to cancel their policy.

6. After a brief discussion regarding the regulation, delivery and sale of coal within the corporate limits of Salisbury, motion was made and passed that the City Law Enforcement Body cooperate

Minutes of Executive Session of Mayor and Council
Page 2
August 19, 1940

with the State, County and City in enforcing the State law on regulation of the delivery and sale of coal.

There being no further business, meeting adjourned at 12:40 A.M.

Hilary M. Taylor, President

Richard C. Insley, Clerk

City of Salisbury



MAYOR
I. VIRGIL HITCHENS
CITY ENGINEER
CLARKE GARDNER
CITY SOLICITOR
CHARLES J. POTTS
DEPUTY CLERK
L. THOMAS PARKER, JR.

MEMBERS OF COUNCIL
HILARY M. TAYLOR, PRESIDENT
EUGENE M. MESSICK
JOHN E. MORRIS
JOHN G. HOWIE
ALBIN A. HAYMAN

MARYLAND

August 19, 1940

Mr. President and Members of the City Council:

At the City Election held in May, 1938, the voters approved a Merit and Pension System for City Employees. A few months later, the Mayor and Council engaged the Public Administration Service of Chicago, who set up a Merit Plan. This plan was discussed at length, revised several times, and was temporarily abandoned.

I believe it fitting and proper to bring this matter to your attention because I feel there is a need for a Merit and Pension System. The taxpayers and the employees will be better served by classifying duties and prescribing qualifications. Another important thing to consider is that several employees who, through their long period of service with the City, have reached an age where they cannot do their work on a full time basis. These men should be pensioned and their places taken by persons who could qualify under rules and regulations governing a proper Merit System.

I realize that it is very difficult to put into effect a system that does not have some objectionable provisions. However, I think we should review the Merit System Ordinance, revise--if necessary, and give it a fair trial. Between now and the time the Legislature meets, we would have plenty opportunity to observe the system in actual operation. Any defects could be corrected and the Merit and Pension Plan enacted into law by the Legislature.

If agreeable to the Council, I would like to have a special meeting one night this week and go into the entire matter.

Respectfully submitted,

I. Virgil Hitchens
Mayor

CITY HALL, SALISBURY, MARYLAND--AUGUST 19, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, August 19, 1940, at 7:30 P.M. with the following present: Mayor I. Virgil Hitchens, President of Council Hilary M. Taylor and Councilmen John E. Morris, John G. Howie and Albin A. Hayman. Councilman Eugene M. Messick was absent.

1. Motion made and passed that minutes of the last regular meeting, held on August 12, 1940, and those of a special meeting held on Friday, August 16, 1940, be approved as read.
2. Motion made and passed that City Solicitor be authorized to prepare an amendment to the Zoning Ordinance changing a small triangular parcel of land located at the intersection of Highland Avenue, Race Street and Snow Hill Road, from Residential Area (R-40-C) to Business Area (B-40-B).
3. Motion made and passed that City Engineer be authorized to prepare plats on the following: (1) closing of Cypress Street, between Isabella and Delaware Streets; (2) Opening of West Road, across the B and E right of way; (3) Easement rights for City-owned utilities--namely, water and sewer mains located in Cypress Street, between Isabella and Delaware Streets.
4. Motion made and passed that City Solicitor be authorized to contact the Pennsylvania Railroad Authorities regarding the opening of a grade crossing at West Road over the B and E right of way.
5. Mr. Reese Dennis appeared before the Mayor and Council asking for a report on his request for an ordinance regarding the regulation of the sale and distribution of coal within the corporate limits of Salisbury. President of Council Taylor requested Mr. Dennis to call the City Solicitor on Tuesday, August 20, and he would give a ruling regarding this matter.
6. Mr. Nevins Todd appeared before the Mayor and Council and demonstrated a flood lighting plant which, he suggested, could be used in the Fire Department and Street Department.
7. Messrs. James Larmore, Wallace Pollitt and Mervin Bounds, representing the Sportmen's Club, appeared before the Mayor and Council requesting that the proposed ordinance pertaining to dogs be read in full. The City Clerk read the ordinance in its entirety and after the reading, Mr. Larmore objected to charging a license fee to owners who kept their dogs on their premises.

After a lengthy discussion, the Council authorized the ordinance to be amended so as to delete the clause pertaining to the licensing of dogs where owners keep same on their premises and, further, that the fines for persons depositing poisoned food on the streets be raised from \$10.00 to \$50.00 upon conviction.

The City Solicitor was instructed to incorporate these amendments and a motion was duly made and passed that Ordinance No. 414, an ordinance authorizing the licensing of dogs in the City of Salisbury, Maryland, the collection of dog license fees and the regulations of dogs and providing penalties for failure to comply with said Ordinance, including amendments, be passed for final reading.

Minutes of Mayor and Council Meeting

Page 2

August 19, 1940

8. Motion made and passed that Chief Holland's Parking Meter Report for the month of July, 1940 be received and filed.
9. Motion made and passed that Chief Holland's Weekly Report be received and filed.
10. Chief Holland presented copies of Summons No. 4444 and No. 4302 from parking violators, together with correspondence from the violators asking that they be excused.

After discussing this matter, motion was duly made and passed that Summons No. 4444 and No. 4302 be excused and City Clerk be authorized to notify the persons involved to this effect.

11. Chief Holland presented a quotation on a new car for the Police Department from the Cavanaugh Motor Company.

Motion made and passed that a new Ford tudor Sedan be purchased from the Cavanaugh Motor Company at a net cost not to exceed \$536.00, which included a trade-in allowance on the present Ford patrol car provided that payment could be deferred until after October 1, 1940.

12. Motion made and passed that Chief of Police be authorized to have lettering placed on the doors of the Police Car as follows:
"City of Salisbury, Maryland -- Police Department".
13. Mr. F. L. Insley, Harbor Master, appeared before the Mayor and Council reporting the progress of the dredging in the Wicomico River.
14. Motion made and passed that City Solicitor be authorized to prepare letters notifying owners of wharf property within the corporate limits of Salisbury to repair wharves prior to the dredging operations that are to be undertaken in the North and South Prongs of the Wicomico River. These letters are to be signed by Harbor Master and to be forwarded to the respective property owners via Registered Mail, Return Receipt Requested.
15. Motion made and passed authorizing the Building Inspector to purchase cement blocks from various manufacturers in Salisbury and be tested for strength and durability at a cost not to exceed \$15.00.
16. Motion made and passed that the Building Inspector be authorized to request the Eastern Shore Public Service Company to change the street lighting fixtures on Brown Street from a bracket type to a mast-arm type.
17. Doctor Seth Hurdle, City Health Officer, appeared before the Council in reference to a complaint of the residents of Penn Street regarding the condition of Coty Cox Branch.

Motion made and passed that City Solicitor be authorized to investigate this matter and determine the ownership, if possible, of Coty Cox Branch and render a report at the next regular meeting.

Minutes of Mayor and Council Meeting

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August 19, 1940

18. City Health Officer Hurdle also rendered a report on property located at 501 Tilghman Street owned by Lloyd Chandler regarding the discharge of sink water into the public street.

Motion made and passed that this matter be turned over to the Plumbing/and the owner requested to comply with the Plumbing Code.
Inspector

19. Motion made and passed that Plumbing Inspector's report on the re-inspection of plumbing fixtures be received and filed.
20. Motion made and passed that Plumbing Inspector be authorized to have one additional telephone extension installed on telephone No. 430 in the Plumbing and Building Inspectors' Offices.
21. Motion made and passed that Mayor and President of Council be authorized to execute project proposal No. 29-A, dated August 12, 1940, covering the establishment of a system of assessment records, card index system, and codification of city ordinance and, further, the City Engineer be authorized to submit this proposal to the Work Projects Administration.
22. Motion made and passed that Mayor, President of Council and City Treasurer be authorized to execute project proposal No. 31.1 (WPA Form No. 301), dated 8-12-40, providing recreational facilities for the colored people of Salisbury.
23. Motion made and passed that the Mayor be authorized to execute the following documents in connection with the proposed colored recreational center under Sponsor's Proposal No. 31.1:
- (a) Estimate Sheet, No. PD-143;
 - (b) Statement to the effect that Sponsor's contribution will be made available as work progresses; Form No. PD-135;
 - (c) Sponsor's certificate of ownership, stating there is no encumbrances against the property, Form No. PD-136;
 - (d) Sponsor's certificate of acquisition of property, Form No. 311.

Motion made and passed that after the approved forms have been executed by the Mayor, President of Council, and City Treasurer, the City Engineer be authorized to submit the project to the Work Projects Administration.

24. The City Engineer requested information from the City Council regarding the responsibilities for the securing of easement rights at the rear of certain properties in Salisbury for the purpose of furnishing electrical energy to individual homes, places of business, etc.

Motion made and passed that City Solicitor be authorized to examine the franchise in order to determine the City's responsibility and, further, contact the Eastern Shore Public Service Company regarding the matter of securing easements for the distribution of electrical energy.

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August 19, 1940

25. The City Engineer presented a request from Garland Nock in reference to an advance payment of \$1,500 under his contract for relaying submarine water main under the Wicomico River in the vicinity of Main Street.

Motion made and passed that this request not be granted due to the fact that the specifications do not provide for any advance payments.

26. Motion made and passed that Superintendent of Water Department continue present practice of making a charge for testing water meters when found to be registering properly.

27. Motion made and passed that City Clerk be authorized to notify the County Commissioners and the Postmaster of the U. S. Post Office of Salisbury that garbage and refuse collection will be discontinued as of September 1, 1940 due to the fact that the City did not collect from any large establishment or business in the Commercial Area.

28. The City Engineer presented a request from Mrs. Richard Pillsbury regarding marking off an area in the Municipal Park Lake around the water slide in order to protect children using slide.

Motion made and passed that this matter be held for future consideration.

29. At this point in the meeting, Mayor I. Virgil Hitchens presented written recommendation regarding the adoption of a merit and pension system for city employees.

Motion made and passed that Mayor's recommendations be accepted and filed and that a date for a special meeting be determined at the next regular meeting of the City Council.

30. Councilman John E. Morris presented a request from Elmer C. Williams regarding the unsafe condition of the sidewalk constructed by the C and P Telephone Company abutting his property on West Church Street. Mr. Morris stated that expansion joints were not placed at the surface thereby causing the sidewalk to crack in certain sections.

Motion made and passed that City Engineer be authorized to investigate the City's contract with the C and P Telephone Company in order to determine the responsibility for the construction work.

31. Motion made and passed that City Engineer be authorized to grade Druid Hill Avenue so as to remove water standing in front of certain properties.

32. Motion made and passed that Ordinance No. 417, an ordinance authorizing the Clerk to issue a permit to The Eastern Shore Oil Company to construct three horizontal storage tanks of 100,000 gallons capacity each and seven vertical storage tanks with steel-walled moat around said tanks on property located on East side of Lake Street between West Main and West Isabella Streets, Salisbury, Maryland, be read, and there being no objections, be finally passed.

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33. Councilman Howie proposed at least one additional street light on Truitt Road, between Isabella Street and E. Main Street.

Motion made and passed that Building Inspector be authorized to investigate this condition and obtain prices from the Eastern Shore Public Service Company on one street light with an alternate price on two street lights to be located on Truitt Road, between Isabella Street and E. Main Street.

34. Motion made and passed that Vouchers 13,959 to 14,023, inclusive, be approved for payment.

There being no further business, meeting adjourned at 1:10 A.M.

Hilary M. Taylor, President
Richard C. Insley, City Clerk

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, August 26, 1940, at 7:30 P.M. with the following present: Mayor I. Virgil Hitchens, President of Council Hilary M. Taylor and Councilmen John E. Morris, John G. Howie, Eugene M. Messick and Albin A. Hayman.

Councilman Morris introduced and offered the following preambles and Resolution, which were duly seconded by Councilman Hayman, and unanimously passed by the Council of Salisbury:

WHEREAS, the total outstanding indebtedness of The Mayor and Council of Salisbury, a municipal corporation, incurred by virtue of the power conferred upon it by Section 380 of Article 43 of the Annotated Code of Maryland, Edition of 1939, does not exceed the sum of \$363,852.28, which sum represents two percent (2%) of the total value of property listed and assessed for taxation; and,

WHEREAS, the further issuance of bonds by virtue of the aforesaid section, in the amount of \$35,000.00, will not increase said indebtedness to the extent that the total amount thereof due and outstanding will exceed the aforesaid sum of \$363,852.28 which sum represents two percent (2%) of the total value of property listed and assessed for taxes, as aforesaid; NOW, THEREFORE, BE IT

RESOLVED, by The Mayor and Council of Salisbury that the Clerk of Salisbury be, and he is hereby authorized and directed to advertise at least two weeks prior to Monday, September 16, 1940, in one or more newspapers published in the City of Salisbury, Maryland, and in one or more newspapers published in the City of Baltimore, Maryland, for sealed bids for the purchase of Thirty-five Thousand Dollars (\$35,000.00) par value of serial coupon Salisbury, Maryland, Sanitary Sewer Bonds of 1940, to be issued pursuant to Order and Permit No. 2589, issued August 6, 1940, by the Maryland State Board of Health, and duly approved by the Governor and Attorney General of Maryland, said Permit and Order being issued in pursuance of Section 380 of Article 43 of the Annotated Code of Maryland, Edition of 1939, title "Health", sub-title "Water, Ice and Sewerage"; said bonds all to be dated October 1, 1940, in denomination of One Thousand Dollars (\$1,000.00) each, the bids to fix the rate of interest payable per annum semi-annually on the First Day of April and October; and bidders shall be notified in said advertisements that they are requested to indicate with their bids the rate of interest to be paid on the bonds, on which rate their bids are based and submitted; and that the rate named must be a multiple of one-fourth of one percent ($1/4$ of 1%) and must not exceed four percent (4%) per annum; said bonds to be awarded to the bidder naming the lowest rate of interest named in any legally acceptable proposal and offering to pay not less than par for the bonds; the lowest rate of interest to be determined on the basis of the lowest interest cost to the City of the bonds so to be issued, from their date of issue to the last date of maturity of any of said bonds; and as between bidders naming the same rate of interest, the proposal of the bidder offering to pay the largest premium to be accepted; said bids to be sealed and accompanied by certified check or cash for the sum of Five Hundred Dollars (\$500.00), and to be opened on the 16th day of September, 1940, at the hour of eight o'clock P.M. at the City Hall, Salisbury, Maryland.

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Motion made by Councilman Hayman, seconded by Councilman Howie, and unanimously passed by the Council of Salisbury, that the following bond maturity schedule be adopted on a proposed bond issue, noted as "Sanitary Sewer Bonds of 1940" under date of October 1, 1940, in the amount of \$35,000.00

1941 to 1950, inclusive:	\$1,000.00	each year
1951 to 1955	"	2,000.00 " "
1956 to 1960	"	3,000.00 " "

Richard C. Insley
Clerk to the Council of Salisbury

CITY HALL, SALISBURY, MARYLAND -- AUGUST 26, 1940

The Mayor and Council of Salisbury met in regular session at the City Hall on Monday, August 26, 1940, at 7:30 P.M. with the following present: Mayor I. Virgil Hitchens, President of Council Hilary M. Taylor and Councilmen John E. Morris, John G. Howie, Eugene M. Messick and Albin A. Hayman.

1. Motion made and passed that minutes of the last regular meeting be approved as read.
2. Mr. Thomas Mitchell, Jr. appeared before the Mayor and Council requesting information regarding when Somerset Avenue would be graded; also, when water and sewer facilities would be extended in Somerset Avenue.

Motion made and passed that this matter be considered at the next regular meeting of the Mayor and Council.

3. Motion made and passed that Parking Ticket Nos. 332, 333 and 4892 be excused.
4. Mr. Lawson Miles appeared before the Mayor and Council in reference to the cancellation of his insurance policy on the firemen at No. 2 Fire Company.

Motion made and passed that this matter be held in abeyance.

5. Mr. Charles J. Truitt appeared before the Mayor and Council in regards to tax exemption on the building occupied by the Martin and Schwartz Company.

The Mayor and Council advised Mr. Truitt to contact the County Commissioners in regards to this matter and that they would be governed by the same procedure.

6. Messrs. Tracy Holland and C. L. Dickinson, of the City Traffic Commission, appeared before the Mayor and Council and presented the following recommendations:
 - (a) three parking meters, located on the North side of Main Street near its intersection with Market Street, be removed in order to provide a straight-through route for West-bound traffic;
 - (b) stop signs should be erected at all streets intersecting E. Church Street, Smith Street and Camden Avenue; also, reflector buttons be placed on the existing STOP signs located at the intersection of Truitt Road and Church Street; and, further, the word "STOP" be painted in the roadbed on Truitt Road at its intersection with E. Church Street;
 - (c) Suggested that a strict enforcement of all parking regulations, particularly in the downtown sections, be made;
 - (d) Suggested the installation of synchronized traffic lights at the intersections of E. Main Street and Poplar Hill Avenue,

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Market Street and Main Street, also, a span-type traffic light be erected at the intersection of N. Division Street and Isabella Street;

The Traffic Commission further suggested the removal of traffic lights at "school crossings", providing policemen are to be stationed at these schools;

- (e) Suggested that parking meters be installed on E. Main Street, between Baptist Street and Poplar Hill Avenue; parking time one hour on the North Side and thirty minutes on the South side for 5-cents, respectively;

Parking meters erected on the East side of N. Division Street, between Calvert Street and Church Street, with the understanding that the timing be not more than thirty minutes for 5-cents;

Existing meters located on St. Peters Street be changed so as to reduce the parking time from one hour to thirty minutes at the rate of 5-cents.

Motion made and passed that recommendations from Traffic Commission be held in abeyance until Tuesday, September 3, 1940, at which time the Mayor and Council will hold their regular meeting.

7. Motion made and passed that Chief Holland's report for week ending August 25 and report for the month of July, be received and filed.
8. Mr. S. Norman Holland appeared before the Mayor and Council requesting that the City lay approximately 100-feet of storm water drain at the rear lot line of his property located along Forest Lane Drive in order that the filling in of lots may proceed.
9. Mr. James Lowe appeared before the Mayor and Council requesting information when the City would be able to proceed with the construction of a sanitary sewer in South Park Drive in order to furnish facilities for a house to be completed about November 1, 1940.

Motion made and passed that this matter be held under consideration until a future date.

10. Messrs. William Kellam and Clarence Elliott appeared before the Mayor and Council complaining about the smoke and soot nuisance coming from the Star Laundry located on Olive Street.

Motion made and passed that the City Engineer be authorized to contact Mr. C. D. Krause, owner of the Star Laundry, and suggest remedies to eliminate the nuisance.

11. Motion made and passed that City Solicitor be authorized to prepare an ordinance regulating the construction of smoke stacks.

12. The City Engineer and Building Inspector suggested that the Zoning Map be revised so as to place specific distances of the various areas on the Zoning Map.

Motion made and passed that a committee composed of Eugene M. Messick, Councilman, Harry S. Hastings, Building Inspector, and Charles Gardner, City Engineer, be appointed to specify the above referred to distances and render a report on this matter to the Mayor and Council.

13. Motion made and passed that report of Plumbing Inspector regarding plumbing inspections be received and filed.
14. Motion made and passed that City Engineer be authorized to prepare a plat for a proposed 10-foot widening on the South side of Market Street, between S. Division Street and the Salisbury Boulevard.
15. Motion made and passed that Chief of Fire Department, Walter B. Disharoon, be authorized to purchase five (5) service medals to be given to 20-year service men in the Fire Department.
16. Motion made and passed that City Treasurer be authorized to decrease the taxes of Ralph and Dorothy Morris in the amount of \$18.43. This is due to lots that were assessed to them that were outside the corporate limits.
17. Motion made and passed that City Solicitor be authorized to contact the County Commissioners in regards to the City's share of the Bank Stock Tax.
18. Motion made and passed that City Treasurer be authorized to transfer all 1940 taxes to General Account No. 2 that are collected as of September 1, 1940.
19. Motion made and passed that City Treasurer be authorized to make daily and separate deposits of all 1940 taxes collected during the month of September, 1940.
20. Motion made and passed that City Treasurer be authorized to transfer funds from General Account No. 2 to General Account No. 1 in order to defray City's Operating Expenses to October 1, 1940.

The amount to be transferred from General Account No. 2 to General Account No. 1 is not to exceed \$22,000.00.
21. Motion made and passed that the assessment of Mr. Wm. E. Oakley for 1936 and 1937 be decreased from \$2500 to \$1640 and tax bills be rendered accordingly.
22. Motion made and passed that September 1, 1940 be designated as a legal holiday and that the City Clerk be authorized to place a notice in one or more newspapers in Salisbury that the offices of the Mayor and Council will be closed on Monday, September 2, 1940, and that the regular meeting of the Mayor and Council will be held on Tuesday, September 3, 1940.

Minutes of Mayor and Council Meeting

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August 26, 1940

23. At this time in the meeting, the City Solicitor presented Ordinance No. 414 to the Mayor and Council as amended. This ordinance was approved by the Mayor and Council at their regular meeting held on August 19.

President of Council Taylor signed the ordinance and Acting Clerk Parker presented the ordinance to the Mayor for his signature. The Mayor returned the ordinance to the Council stating he did not approve of this ordinance because, in his opinion, there would not be sufficient revenue collected from licenses to defray the expenses of enforcement.

Motion made by Councilman Morris, and seconded by Councilman Hayman that Ordinance No. 414, an ordinance authorizing the licensing of dogs in the City of Salisbury, Maryland, the collection of dog license fees and the regulation of dogs and providing penalties for failure to comply with said ordinance, be passed by the following vote:

Councilmen Taylor, Morris, Hayman, and Howie voting in the affirmative; and Councilman Messick voting to sustain the Mayor's veto.

Councilman Taylor stated that in his opinion there would be enough revenue from the licensing of dogs to defray the expenses of enforcement.

Councilman Taylor further stated that this ordinance could be and would be amended if found necessary in order to overcome any difficulties that may arise.

24. Motion made and passed that City Engineer be authorized to insert notice in a newspaper pertaining to non-garbage collection on Labor Day and further that the areas affected would be collected on the following Thursday.
25. Motion made and passed that the Mayor and Council hold a special meeting on Wednesday, August 28, 1940, for the purpose of completing unfinished business.

The meeting of the Mayor and Council adjourned at 1:45 A.M.

Hilary M. Taylor, President

L. Thomas Parker, Jr., Acting Clerk

CITY HALL, SALISBURY, MARYLAND -- AUGUST 28, 1940

The Mayor and Council met in special session at the City Hall on Wednesday, August 28, 1940, at 2:30 P.M. with the following present: Mayor I. Virgil Hitchens, President of Council Hilary M. Taylor and Councilmen John E. Morris, John G. Howie and Albin A. Hayman. Councilman Eugene M. Messick was absent.

1. Motion made and passed that Ordinance No. 418, an ordinance entitled "Fourteenth Amendment to Zoning Ordinance No. 292" to supplement and amend but in no manner otherwise to change said Zoning Ordinance by providing a change in the Use District Regulations of a certain area of land at the intersection of Highland Avenue and Race Street, be read, posted, advertised and approved for first reading.
2. Motion made and passed that City Treasurer be authorized to establish a new payroll system. In connection with this system, the City Treasurer was authorized to purchase a Checkometer and necessary supplies not to exceed One Hundred Dollars (\$100.00).
3. Deputy Clerk Parker presented a request from Judge Johnson asking to be excused for Parking Violations under Parking Ticket Nos. 4993 and 5005.

Motion made and passed that this request not be granted.

4. Messrs. Ralph Grier, Chairman, Alfred T. Truitt and Wade Insley, of the Salisbury By-Pass Committee, appeared before the Mayor and Council submitting a report on options secured for the construction of the Salisbury By-Pass as proposed. Chairman Ralph Grier pointed out that they had ^{not} been able to reach an agreement with Senator Lloyd.

✓ Motion made and passed that a committee, composed of Councilmen Morris, Howie and Hayman, be authorized to contact Senator Lloyd in connection with this matter.

5. Motion made and passed that City Engineer be authorized to prepare plans and specifications in connection with recent \$35,000 Bond Issue and submit same to the State Board of Health with a request for permits.
6. Motion made and passed that City Engineer be authorized to submit the aforesaid plans, together with necessary WPA forms, to the Work Projects Administration with a request for a "go order".
7. Motion made and passed that City Engineer be authorized to forward a letter to Mr. James Lowe in reference to the construction of approximately 1,100 feet of water main in order to serve his premises. In connection with this letter, the City Engineer was authorized to inform Mr. Lowe that a deposit on the basis of 50-cents per running foot of construction would be required, less a credit of three times the anticipated annual water rent for the first year only from this dwelling, and further that a copy of City Engineer's letter be attached to these minutes.

City of Salisbury



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

MARYLAND

September 3, 1940

re: W-3,8

Mr. James Lowe
Salisbury, Maryland

Dear Mr. Lowe:

At a special meeting of the Mayor and Council held on Wednesday, August 28, the writer was instructed to notify you as follows:

An extension of 1100 linear feet of water main will be required in order to furnish facilities to your property on S. Park Drive, designated as Lot 12, Block E. Based on a 2-inch main, the cost of this extension will be \$550.00. The Mayor and Council will allow a credit of three times the annual water rent accruing from your dwelling for a period of one year.

Assuming that you install a bath room outfit, kitchen sink and outside faucet, your water rent would be \$20.00 per annum. This means that a credit of \$60.00 would be applied to the construction cost of \$550.00, leaving a residue of \$490.00 to be deposited by you at the office of the Water Department prior to construction.

This sum (\$490.00) will bear no interest charges but will be refunded on the basis of three times the anticipated annual water rent for a period of one year on each and every dwelling constructed and connected to the City's water supply main along S. Park Drive, between Highland Avenue and your property, designated as Lot 12, Block E.

Please advise if you wish us to proceed with the construction of this main under the above mentioned arrangement.

Sincerely yours,

City Engineer

CG vg

August 28, 1940

8. The City Engineer presented a request from S. Norman Holland regarding the construction of approximately 150-feet of 33" storm water drain at the Northern extremity of lots facing on Forest Lane Drive.

Motion made and passed that City Engineer be instructed to notify Mr. Holland that the City did not have sufficient funds to construct this drain at the present time; however, the City would be willing to construct said drain providing Mr. Holland deposited the construction cost, with the understanding that the deposit would be refunded if and when funds were available.

9. The City Engineer presented a request from J. Coston Goslee regarding the extension of approximately 350-feet of 2-inch water main on Glen Avenue and Hillside Drive located outside the City Limits.

Motion made and passed that City Engineer be authorized to inform Mr. Goslee that the City would construct 350-feet of 2-inch water main at the rate of 50-cents per foot with the understanding that the deposit would not be refundable and would not bear interest charges; and, further, the City could not guarantee normal City water pressure in this vicinity.

10. Motion made and passed that City Engineer be authorized to purchase twelve (12) sets of steel barricades from the Milbank Manufacturing Company of Kansas City, Missouri, at the rate of \$4.50 per set. These barricades are to be used in connection with the sewer construction and the cost to be defrayed from Capital Fund.

11. The City Engineer presented a request from the Victor Lynn Transportation Company regarding the repairing of holes in the street opposite the Victor Lynn wharf; also, comments on the drainage situation in this locality.

Motion made and passed that City Engineer be authorized to patch Meadow Street and, further, be authorized to prepare a survey and present estimates on storm water drainage and V-gutter construction.

12. The City Engineer presented miscellaneous correspondence from former City Engineer Francis H. Dryden and the Chesapeake and Potomac Telephone Company regarding a complaint from Elmer C. Williams pertaining to a sidewalk abutting his property on W. Church Street.

Motion made and passed that City Engineer be authorized to contact the Chesapeake and Potomac Telephone Company and request that they make an investigation of this matter and render a report to the City Engineer.

Minutes of Mayor and Council Meeting--Special Session

Page 3

August 28, 1940

13. Motion made and passed that City Engineer be authorized to accept proposal submitted by Renninger and Graves of Philadelphia covering repairs to City's blue print machine, at a cost not to exceed \$94.00.
14. Motion made and passed that Mayor and President of Council, together with City Clerk, be authorized to execute an agreement with the Citizens Gas Company pertaining to the construction of a gas main in the grass plot area on the North side of College Avenue, between Smith Street and the Salisbury Boulevard.
15. Motion made and passed that City Engineer be authorized to purchase glass curtains and enclosure for motor grader from the McClung-Logan Company of Baltimore at a cost not to exceed \$110.00.

16. The City Engineer pointed out that the sprinkler system installed in the Woolworth Building on Main Street did not have an alarm system or a Siamese fire connection.

Motion made and passed that Plumbing Inspector be authorized to contact the management of Woolworth Store and also the management of the Wicomico Hotel calling their attention to the fact that fire connections were not adequately provided.

17. Motion made and passed that City Engineer be authorized to repair curb adjoining Mrs. White's property at the intersection of Camden Avenue and Winder Street, with the understanding that she assume fifty per cent (50%) of the cost.

18. The City Engineer presented a request from Thomas Mitchell, Jr., regarding the construction of water and sewer on Somerset Avenue.

Motion made and passed that City Engineer be authorized to inform Mr. Mitchell that the construction of water and sewer would be done as soon as possible.

19. Motion made and passed that City Solicitor be authorized to prepare a resolution to be presented to Civic Groups of Salisbury, the Chamber of Commerce, County Commissioners, State Roads Commission, Federal Bureau of Public Roads, Congressman Ward, Senators Radcliffe and Tydings, and Governor O'Connor, urging that they do all in their power to direct the location of the proposed Defense Highway (U.S. 113) at a point near the Easterly Corporate Limits of Salisbury and, further, a copy of this resolution be attached to these minutes.

20. Motion made and passed that City Solicitor prepare appropriate letters to accompany the above resolutions.

Minutes of Mayor and Council Meeting--Special Session

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August 28, 1940

21. The City Engineer presented tentative plans for proposed additions to the City Hall.

Motion made and passed that a committee composed of Councilmen Morris, Hayman, Building Inspector Hastings and City Engineer Gardner, be appointed to render a report on the proposed improvements.

22. Mayor Hitchens presented a request from Mr. William S. Gordy regarding payment of pledge to the Peninsula General Hospital Building Fund.

Motion made and passed that City Clerk be instructed to prepare a copy of the City's Resolution authorizing the above pledge.

23. Mayor Hitchens presented copies of a proposed Merit and Pension system to each member of the Council and suggested they hold a meeting on this matter sometime during the coming week.

24. Motion made and passed that Building Inspector Hastings be instructed to notify the owners of vacant lots located on the corner of Wicomico Street and Camden Avenue to the effect that weeds be cut in accordance with City Ordinance.

25. Motion made and passed that City Treasurer be authorized to purchase 1,000 tags for the purpose of licensing dogs under Ordinance No. 414 at a sum not to exceed \$25.00 and, also, obtain necessary license certificates.

26. Motion made and passed that Chief Holland be instructed to collect cost and repairs to motorcycle damaged in a recent accident.

27. Motion made and passed approving decreases in assessment on real estate and personal property Nos. 601 to 618, inclusive, with the exception of Nos. 603, 604, 609 and 611.

28. Motion made and passed that Vouchers 14,024 to 14,032, inclusive, be approved for payment.

There being no further business, meeting adjourned at 12:35 A.M.

Hilary M. Taylor, President

Richard C. Insley, Clerk

CITY HALL, SALISBURY, MARYLAND, SEPTEMBER 3, 1940

The Mayor and Council met in Executive Session at the City Hall on Tuesday, September 3, 1940, at 10:45 P.M. with the following present: Mayor I. Virgil Hitchens, President of Council Hilary M. Taylor and Councilmen John E. Morris, John G. Howie, Eugene M. Messick and Albin A. Hayman.

1. This meeting was called for the purpose of discussing the encumbrances against the colored playground property, the Traffic Commission's recommendations, and the Council Committee's report concerning conversations with Senator Lloyd on property to be acquired for the continuation of the Salisbury By-Pass and other miscellaneous business.
2. The City Engineer presented WPA project for colored playground with a request that certificate, pertaining to non-encumbrance of property, be executed in order to submit the project to the Work Projects Administration.

Councilman Morris gave a review of the entire transaction covering purchase of the property by Hilary M. and Hattie Taylor from the Trustee of the Mary H. Parsons' Estate and the subsequent sale of the property from Mr. Hilary Taylor and Wife to the Mayor and Council of Salisbury for the purpose of a colored recreational center. In this review, Councilman Morris stated that Mr. Taylor had owned the property for five months and five days and had collected rents for this same period; and that the City had owned the property and collected the rents for a similar period.

At this point, Mr. Taylor stated that he would pay one-half of the total County and State Taxes, including interest, for the year 1939.

Motion made and passed that Mr. Taylor's proposition to pay one-half of the taxes and interest be accepted.

Councilman Taylor suggested that the City Solicitor and himself go before the County Commissioners and request an abatement of the taxes for the period that this property was owned by the City.

3. The Mayor and Council with the City Engineer held an informal discussion of the Traffic Commission's written recommendations, dated August 26. At this point in the meeting, the Council instructed the City Engineer to request the Traffic Commission to meet with the Mayor and Council at their next regular meeting, at which time final action would be taken on their recommendations.
4. Mayor Hitchens asked that a special meeting be called for the purpose of discussing charter revisions and the merit system.

Motion made and passed that a special meeting be called for Friday, September 6, 1940, at 8:00 P.M.

5. President of Council Taylor called for the Committee's report of a meeting with Senator Lloyd regarding acquisition of property for the Salisbury By-Pass.

Mr. John E. Morris, Chairman of the Committee, presented a report

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in which he stated that Senator Lloyd was willing to accept the sum of \$7,000 as recommended by the By-Pass Committee, provided that the City would obligate itself to the extent of \$500.00 in case it was necessary to erect a retaining wall to protect the property of the Pennsylvania Railroad.

City Solicitor Potts expressed an opinion to the effect that the property owner would not be responsible while excavating on his premises, providing reasonable notice was given to the adjoining property owners.

6. Motion made and passed that violators of Parking Ticket Nos. 4698 and 5099 be excused.
7. Motion made and passed that Parking Ticket No. 5126 be not excused.
8. Motion made and passed that Parking Ticket Nos. 5038 and 5081 be excused and that the Clerk be instructed to write the holders of these tickets to this effect.
9. Councilman Morris presented a report of his conversation with Mr. William S. Gordy regarding the City's pledge to the Peninsula General Hospital Building Fund.

After reviewing resolution approved by the Mayor and Council regarding City's pledge to Hospital Building Fund, motion made and passed that City Clerk be instructed to request Mr. Gordy to have his committee appear before the Council for a discussion of this matter.

10. The City Clerk presented a letter from the Wicomico County Commissioners regarding the collection of garbage from the Wicomico County Court House.

Motion made and passed instructing the Clerk to write the County Commissioners to the effect that it was impossible for the City to collect refuse and trash from public and business establishments with the present facilities.

11. Motion made and passed that the minutes of the Executive Sessions held by the Mayor and Council on August 12 and 19, respectively, be approved as read.
12. Motion made and passed that Vouchers 14,033 to 14,053, inclusive, with the exception of 14,035--which was marked void--be approved for payment.

There being no further business, meeting adjourned at 1:35 A.M.

Hilary M. Taylor, President

Richard C. Insley, Clerk

CITY HALL, SALISBURY, MARYLAND -- SEPTEMBER 3, 1940

The Mayor and Council met in regular session at the City Hall on Tuesday, September 3, 1940, at 7:30 P.M. with the following present: Mayor I. Virgil Hitchens, President of Council Hilary M. Taylor, and Councilmen John E. Morris, John G. Howie, Eugene M. Messick and Albin A. Hayman.

1. Motion made and passed that minutes of regular meeting held on August 26, and those of a special meeting held on August 28, be approved as read.

2. Chief Holland presented bids on Daily Police Report Cards.

Motion made and passed that Chief Holland be authorized to purchase from the lowest bidder, The Salisbury Advertiser, daily report cards as requested.

3. Motion made and passed that the Police Car & Motorcycle Expense Report and Weekly Police Report, as presented by Chief Holland, be received and filed.

4. Harbor Master F. L. Insley reported progress in connection with the dredging operations in Wicomico River.

5. Motion made and passed that Building Inspector be authorized to advise the Eastern Shore Public Service Company to install one (1) 100 c.p. street light on Pole No. 118A, Truitt Street, requiring 438 feet of overhead circuit at the rate of \$21.32 per year.

6. The Building Inspector, Harry S. Hastings, presented a request from Mr. Patterson of the State Department of Public Welfare, to make an inspection of the Wicomico Children's Home. The Council advised Mr. Hastings not to take any action in this matter until a request has been made by the Directors of the Wicomico Children's Home.

7. Building Inspector Harry Hastings presented a request for a permit from Herman Hodgson to move a dwelling from Oak Street to Arch Street. Mr. Hastings stated that the dwelling was in a bad condition and suggested that a committee be appointed to inspect the dwelling.

Motion made and passed that a committee, composed of Councilmen Eugene Messick and John Howie, together with the Building Inspector, be authorized to inspect the property and render their recommendations to the Mayor and Council at their next regular meeting.

8. Motion made and passed that the monthly report for August of Building Inspector Harry Hastings be received and filed.

9. Motion made and passed that Parking Ticket No. 4700 be excused.

10. Mr. Aubrey Bailey appeared before the Mayor and Council and asked permission to park his truck in the space opposite his dry cleaning establishment on W. Main Street. The Council instructed the Clerk to write Mr. Bailey to the effect that he could use this space for loading and unloading only.

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11. Messrs. Douglas Sergeant, Lloyd Richardson, James Lowe, and Brooks Dolby appeared before the Mayor and Council requesting information as to when the sanitary sewer would be constructed on S. Park Drive. The Council informed these men that the project had been authorized and as soon as funds were available from the Bond Issue, construction would be undertaken.
12. Motion made and passed that the monthly report for August of the Plumbing Inspector, together with the weekly report of re-inspection of plumbing fixtures, be received and filed.
13. City Solicitor Potts presented a resolution concerning the construction and reconstruction of a highway near the Easterly corporate limits of Salisbury running from the Delaware State Line to the Virginia State Line in the interest of national defense.

Motion made and passed that this resolution be received and made a part of these minutes; and, further, that the City Clerk, City Engineer and City Solicitor be authorized to draft letters to accompany the resolution which are to be forwarded to the various public representatives and agencies, civic organizations and submit these letters to the Mayor and Council for his approval.

14. Motion made and passed that services of Mr. George Pinto, Lifeguard at Municipal Park, be terminated on September 5, 1940; and, further, that the City Clerk be authorized to insert a notice in newspaper calling the Public's attention to the fact that no lifeguard will be on duty after September 5, 1940.
15. Motion made and passed that City Engineer be authorized to remove and store playground equipment in Municipal Park as of September 5, 1940.
16. The City Engineer reviewed a discussion with the Board of Education pertaining to the erection of a retaining wall on Meadow Street and suggested that the Mayor and Council make arrangements to meet the Board of Education in order to arrive at some definite conclusion regarding this matter.

Motion made and passed that a Committee, composed of the Mayor and Council, meet with the Board of Education at a time and date to be arranged by the City Engineer.

17. The City Engineer presented a request from James Stewart regarding the construction of macadam sidewalks on the East side of Lake Street, between Isabella Street and the Board of Education property, in order to afford protection to the colored school children.

Motion made and passed that this matter be held for further consideration.

18. The City Engineer presented a request from Insley and Mitchell for a 2-inch water main to supply the Canning Factory located on Truitt Road.



MAYOR
I. VIRGIL HITCHENS
CITY ENGINEER
CLARKE GARDNER
CITY SOLICITOR
CHARLES J. POTTS
DEPUTY CLERK
L. THOMAS PARKER, JR.
CITY CLERK-TREASURER
RICHARD C. INSLEY

MEMBERS OF COUNCIL
HILARY M. TAYLOR, PRESIDENT
EUGENE M. MESSICK
JOHN E. MORRIS
JOHN G. HOWIE
ALBIN A. HAYMAN

MARYLAND

R E S O L U T I O N

WHEREAS, Governor Herbert R. O'Connor has announced the proposals for development of Maryland State highways in line with national defense needs, which announcement appeared in the Baltimore papers of August 25, 1940, and in The Salisbury Times of August 26, 1940:

WHEREAS, a road on the Eastern Shore of Maryland from the Virginia State Line to the Delaware State Line was listed "first priority" as to military importance:

WHEREAS, the State of Delaware has an existing dual highway connecting the Maryland State Line and Dover, designated as U. S. Routes 40 and 13; and a single lane highway from Dover to the Maryland State Line at Delmar, Maryland, designated as U. S. Route 13:

WHEREAS, the Maryland State Roads Commission has included in their future plans a proposed highway connecting the Delaware State Line at Delmar, Delaware with a proposed roadway running to the Virginia State Line at Pocomoke City, Maryland, which passes near the Easterly corporate limits of the City of Salisbury, Maryland; and

WHEREAS, in the consideration of the Mayor and Council of Salisbury, the construction of an additional single lane roadway from Dover, Delaware to the Maryland State Line at Delmar, and

thence passing near the Easterly corporate limits of Salisbury to the Virginia State Line at Pocomoke City would be of prime importance in the interest of National Defense.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of Salisbury that Herbert R. O'Connor, Governor of Maryland, and Richard C. McMullin, Governor of Delaware, the State Roads Commission of Maryland, the Delaware Highways Commission, and the Federal Public Roads Administration, be notified that the Mayor and Council of Salisbury consider the utilization of the existing dual highway from the Maryland State Line to Dover and the construction of an additional lane in Delaware from Dover to the Maryland State Line at Delmar, and the construction of a dual highway through Maryland from the Delaware State Highway at Delmar to the Virginia State Line at Pocomoke City passing near the Easterly corporate limits of the City of Salisbury is of great necessity insofar as the commerce of the said area is concerned and would supply an essential link in the highway plan for national defense; and

BE IT FURTHER RESOLVED, That the said public agencies and representatives be urged to take immediate action in considering this route.

THE MAYOR AND COUNCIL OF SALISBURY,

Mayor

President of Council

September 3, 1940

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Motion made and passed that City Engineer be authorized to furnish a 2-inch line and meter for a sum not to exceed \$56.00 at the sole expense of Insley and Mitchell.

19. The City Engineer pointed out that in the construction of sanitary sewer on S. Park Drive a crane would materially expedite the construction. The City Engineer also stated that a crane would cost in the neighborhood of \$800.00 rental a month, which price would include the services of operator.

Motion made and passed that City Engineer be authorized to obtain at least three prices from various contractors covering the rental of a crane for a period not to exceed one month.

20. The City Engineer pointed out that a hydraulic steer attached to the City's new road roller would prove very advantageous in proceeding to and from the various streets on which the roller is to be used.

Motion made and passed that this request be held for future consideration.

21. The City Engineer pointed out that houses erected by Thomas Mitchell, Jr. on Somerset Avenue were built at such an elevation that would preclude the possibility of establishing a straight grade on Somerset Avenue and under the circumstances it would be necessary to grade Somerset Avenue in such a way so as to provide a low point approximately 200-feet East of Russell Avenue.
22. Motion made and passed that Building Inspector Hastings be instructed to give the curb grade on all properties on which building permits have been requested and, further, that the City Engineer furnish curb grades where not established--upon request from the Building Inspector.
23. The City Engineer presented a request from the Larmar Corporation for permission to tap storm water drain at the foot of S. Park Drive, near the Pennsylvania Railroad Right-of-Way, for the purpose of connecting sanitary sewerage from four dwellings to be erected at the extreme Western end of the Larmar Subdivision property. The City Engineer pointed out that due to hydraulic heading and the numerous occasions on which this storm water drain was running at full capacity, there was a possibility of sewage backing into proposed sanitary sewerage taps thereby creating a nuisance. The City Engineer suggested an extension of the sanitary sewer in S. Park Drive for a distance of approximately 60-feet with an accompanying raise in roadbed level to provide minimum cover which would prove more practical, providing the dwellings built on the side slope could obtain gravity connections.
24. The City Engineer presented a report of his conversation with a representative of the Chesapeake and Potomac Telephone Company regarding complaint of Elmer C. Williams pertaining to the condition of sidewalk abutting his premises on W. Church Street. The

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City Engineer stated that the Telephone Company's representative would give their decision as to responsibility in this case within the next few days.

25. Motion made and passed that City Treasurer be authorized to draw a voucher in the amount of \$100.00 for the purchase of a triangular parcel of land near the shipyard property for the purpose of widening Fitzwater Street, as previously authorized.
26. Motion made and passed that Building Inspector be authorized to contact the property owners on W. Church Street and request them to remedy the hazard created by coal shutes and grates projecting above the sidewalk surface.
27. Motion made and passed authorizing the City Clerk to purchase one typewriter for the sum of \$93.56 for use in the Building and Plumbing Inspector's Office; one-half to be paid for from the General Fund and the other half from the Water Department Fund.
28. Motion made and passed that there being no further business, meeting adjourn at 10:40 P.M.

Hilary M. Taylor, President

Richard C. Insley, City Clerk

CITY HALL, SALISBURY, MARYLAND -- SEPTEMBER 6, 1940

The Mayor and Council met in special session at the City Hall on Friday, September 6, 1940 at 8:00 P.M. with the following present: Mayor I. Virgil Hitchens, President of Council Hilary M. Taylor, and Councilmen John E. Morris, John G. Howie and Albin A. Hayman. Councilman Messick was absent.

1. The City Engineer presented bids on 10,000 gallons of RC3 Asphalt, which were as follows:

Name of Bidder	Address	Price per Gallon	Discount
Standard Oil Co. of N.J.	Salisbury, Md.	\$0.06	none
The Texas Co.	New York City	\$0.0655	2%, 10 da.
Mexican Petroleum Corp.	Baltimore, Md.	\$0.0620	none

Motion made and passed that City Engineer be authorized to purchase 10,000 gallons of RC3 Asphalt delivered to Mill Street Siding in insulated tank car with heater connections at the rate of \$0.06 per gallon.

2. The City Engineer presented a letter from Mr. James Bennett, Superintendent of Board of Education, regarding a retaining wall on Meadow Street to the effect that the Board of Education did not feel as if it were necessary to meet the Council at the site as the City Engineer had the facts in the case.
3. The City Engineer presented the matter of easements for pole lines, particularly the case of Mr. Stauch residing on E. Main Street, between Saratoga Street and the City Limits. Mayor Hitchens also presented a case of a property residing on N. Park Drive.

The matter was discussed and it was suggested that representatives of the Eastern Shore Public Service Company meet with the Mayor and Council at their next regular meeting for the purpose of determining the responsibility for furnishing easements.

4. The City Engineer presented copies of budget approved on April 1. Deputy Clerk presented copies of financial statements as of August 31. The Mayor and Council proceed to review the budget, making certain changes and suggested that the Deputy Clerk prepare copies covering the revisions and submit same to them for final approval.
5. Mayor Hitchens stated that Chief Holland requested two additional men in the Police Department. After a brief discussion, this matter was held for future consideration.

There being no further business, meeting adjourned at 12:30 A.M.

Hilary M. Taylor, President

Richard C. Insley, City Clerk

CITY HALL, SALISBURY, MARYLAND -- SEPTEMBER 9, 1940

The Mayor and Council met in regular session at the City Hall on Monday, September 9, 1940, at 7:30 P.M. with the following present: President of Council Hilary M. Taylor, and Councilmen John E. Morris, John G. Howie and Albin A. Hayman. Mayor I. Virgil Hitchens and Councilman Eugene M. Messick were absent.

1. Motion made and passed that minutes of the regular meeting held on September 3, 1940 be approved as read.
2. Mr. S. Norman Holland appeared before the Mayor and Council requesting an extension of a storm water drain at the rear of Lot No. 5 on the Northerly limits of his subdivision abutting Forest Lane Drive.

Motion made and passed that City Engineer be authorized to include this extension in the WPA Project and be further authorized to receive bids on 150-feet of 33-inch reinforced concrete pipe.

3. At 8:00 P.M. the City Engineer presented sealed bids on bank run gravel in accordance with City Engineer's specifications by letter dated September 6, 1940. The following bids were received:

<u>Name of Bidder</u>	<u>Address</u>	<u>Bid per Cubic Yard</u>	<u>Total Bid</u>
Irving Payor	Salisbury, Md.	\$0.52	\$1,040.00
Lokey's Express	Salisbury, Md.	\$0.525	1,050.00
Paul V. Downing	Salisbury, Md.	\$0.55	1,100.00
A. P. Isakson	Salisbury, Md.	\$0.51	1,020.00

Motion made and passed that City Engineer be authorized to award a contract to the lowest bidder, A. P. Isakson, for delivering and hauling 2,000 cubic yards of clay gravel from the Blackwater Pit near Hebron, Maryland to the City's Willow Street Storage Yard at the rate of \$0.51 per cubic yard, or a total of \$1,020, subject to the City Engineer's specifications dated September 6, 1940.

4. Motion made and passed that Parking Ticket Nos. 5112, 4945, 5220 and 5152 be excused.
5. Motion made and passed that Parking Violations 5113 and 5105 be not excused and the Clerk be instructed to write the holders of these tickets to this effect.
6. Mr. Oscar Davis appeared before the Mayor and Council requesting water and sewer facilities to dwellings to be erected on William Street near Tilghman Street; also, on Tilghman Street near Ward Street.

Motion made and passed that City Engineer be authorized to construct an 8-inch sanitary sewer on William Street, from Davis to Tilghman Streets; also, on Tilghman Street, from William to Ward Streets; and, further, that this be made a part of the \$35,000 Bond Issue expenditure which is to be included in the WPA Project.

Motion made and passed that the City Engineer be authorized to construct a 2-inch water main on Tilghman Street, from Ward to William Streets.

7. Mr. C. L. Dickinson, representing the Traffic Commission, appeared before the Mayor and Council in order to discuss previous recommendations made by the Traffic Commission to the Mayor and Council. As a result of this discussion, the Mayor and Council approved all the recommendations from the Traffic Commission except the installation of parking meters on N. Division Street, between Calvert and Church Streets, and the removal of traffic lights at the so-called school crossings. In connection with the traffic lights and the parking meters on Division Street, the Council suggested that the Traffic Commission make a further study of the situation on North Division Street and contact Miss Helen Wootton, of the Safety Council, regarding the removal of traffic lights at the school crossings.

Motion made and passed authorizing the City Engineer to purchase from R. D. Grier & Sons Company flanges, meters and heads for a number not to exceed thirty-five (35) parking meters at the rate of \$42.75 per set, f.o.b. Salisbury, Maryland.

8. Building Inspector Hastings rendered a report in connection with the moving of a house from Oak Street to Arch Street. Mr. Hastings stated that this building was in bad condition.

The Council suggested that no permit be issued until plans for the repair of this building were submitted and approved by the Building Inspector.

9. Deputy Clerk L. Thomas Parker, Jr. presented a check and statement of taxes against the property of Elizabeth White and Herman Hodgson. Mr. Parker stated that the owners of this property had refused to pay taxes on the land assessed against them as they claimed that this land, comprising of five acres, was used only for farm purposes and was not subdivided. The City Solicitor concurred in this opinion.

Motion made and passed authorizing the Clerk to prepare decreases in assessment on this property and to accept the check in the amount of \$19.95 which the owners had tendered for payment of taxes.

10. Motion made and passed that the weekly report of Chief of Police Holland be accepted and filed.
11. Motion made and passed that the report of the Plumbing Inspector, covering a complete reinspection of all water fixtures in Salisbury be received and filed.
12. The City Engineer presented a letter from Mr. Bohnet, Manager of the C and P Telephone Company, in which Mr. Bohnet stated that the C and P Telephone Company would assume one-half of the cost of repairs to sidewalk abutting Mr. Elmer C. Williams's property on W. Church Street.

Motion made and passed that City Engineer be authorized to proceed with the sidewalk repairs, sending a bill for one-half of the expense to the C and P Telephone Company.

13. Motion made and passed that Mayor and President of Council be authorized to forward letters, with copy of resolution attached, pertaining to a national defense highway on the Eastern Shore to the following communities, civic clubs and representatives: Delmar, Maryland; Delmar, Delaware; Sharptown, Maryland; Cambridge, Maryland; Hebron, Maryland; Mardela, Maryland; Princess Anne, Maryland; Vienna, Maryland; Salisbury Chamber of Commerce, Inc.; E. Salisbury Business Men's Association; Wicomico County Commissioners; Rotary Club; Kiwanis Club; Lions' Club; Elks' Club; Business and Professional Women's Club; Junior Woman's Club; Woman's Club; State Roads Commission; Congressman D. J. Ward; Senator Radcliffe, Senator Tydings; and Governor Herbert R. O'Connor.
14. Motion made and passed that Gas Permit No. G-121, dated September 4, 1940, covering the construction of a 2-inch gas main on the North side of E. College Avenue, between Smith Street and the Salisbury Boulevard, be granted to the Citizens Gas Company.
15. Motion made and passed that City Engineer be authorized to contract with Paul V. Downing for replacing 74 linear feet of sidewalk, 2-feet wide, in front of the premises of Mr. Lewis Morgan on Camden Street for the sum of \$32.56.
16. Motion made and passed that City Engineer be authorized to contract with Paul V. Downing for the construction of 100-feet of curb and gutter at the foot of New York Avenue at the rate of 80-cents per linear foot.
17. The City Engineer presented a request from Mr. Coston Goslee in reference to the refund of deposit made for water main to be constructed in Hillside Drive located outside the City Limits.

After a brief discussion, the Council instructed the City Engineer to inform Mr. Goslee that it is the City's policy not to make any refunds on construction cost of water mains located outside the City Limits.

18. Motion made and passed that City Engineer be authorized to construct 300-feet of 6-inch cast iron water main and install three 6-inch valves, one 8-inch valve and two hydrants on Parkway Avenue and Glen Avenue.
19. Motion made and passed that City Engineer be authorized to purchase 200 reflector buttons from the Aeroil Burner Company of West New York, New Jersey, to be used on stop signs, the cost to be defrayed from parking meter and traffic funds.

20. Motion made and passed that City Engineer be authorized to purchase approximately 2,000 cubic yards of bank run gravel from Mr. A. P. Isakson at Blackwater Pit located near Hebron, at the rate of \$0.095 per cubic yard; said material subject to inspection by the City Engineer.
21. Motion made and passed that Financial Statement of Water Department Operations for the month of August, 1940 be received and filed.
22. The City Engineer presented a letter from Mr. Hogarth regarding the paving of South Street, Extended, for a short distance East of the Salisbury Boulevard.

Motion made and passed that the City Engineer be advised to notify Mr. Hogarth that the paving of this street would be included in the next Street Improvement Program approved by the City.

23. The City Clerk presented a letter from Rev. LeRoy E. Hall, Pastor of the Saint James A.M.E. Zion Church requesting that School Street be paved.

Motion made and passed that City Engineer be authorized to place bank run gravel on School Street, between Lake Street and Delaware Street.

24. The City Engineer presented a letter from the Wootten Corporation requesting that surfacing be done to a private alley running at the rear of the Goodyear Tire Company, A and P Store, Dispensary, and others.

Motion made and passed that City Engineer be authorized to notify the Wootten Corporation to the effect that the City does not do any paving work on private property and suggest they contact a contractor to take care of this matter.

25. The City Engineer presented a proposed street surfacing program based on requests received for improvements to Druid Hill Avenue, Wine Street, Washington Street, Monticello Avenue, Rogers Street, Cypress Street, S. Park Drive, Buena Vista Avenue, Glen Avenue, E. College Avenue, Parkway Drive, Hazel Avenue, Ohio Avenue, Maryland Avenue, and Priscilla Street, the estimated cost of which would be \$6,250 for materials only.

Motion made and passed that the improvement of these streets be held for further consideration.

26. Motion made and passed that City Engineer be authorized to notify and Buffalo-Springfield Company of Springfield, Ohio that the City of Salisbury has accepted the road roller purchased from that firm and request that the company forward invoices for payments in accordance with the terms of the Contract.

27. The City Engineer presented the following plats, surveys for which have been completed:

Proposed Street Crossing - Cypress Street; Drawing No. P-40-26
Proposed Grade Crossing Opening - West Rd; Drawing No. P-40-27
Proposed Street Opening - West Rd; Drawing No. P-40-20

Motion made and passed that City Solicitor be authorized to contact the Pennsylvania Railroad Authorities and P. D. Phillips Company regarding this matter.

28. The City Engineer presented a proposal for widening Lake Street 10-feet on both sides, between Willow and Isabella Streets.

The Council discussed this matter and suggested that Building Inspector Hastings contact the property owners regarding the establishment of the building line 30-feet from the center of the existing 40-ft. street.

29. A request was made by Doctor A. B. Boulden for a street light to be erected on Lakeside Drive.

Motion made and passed authorizing the Building Inspector to investigate the matter and report at the next regular meeting.

30. Motion made and passed that Vouchers 14,054 to 14,107, inclusive, with the exception of Voucher 14,058 being marked void, be approved for payment.

There being no further business, meeting adjourned at 11:15 P.M.

APPROVED:

Sept 30, 1940
Date

Hilary M. Taylor
Hilary M. Taylor,
President of Council

Richard C. Insley
Richard C. Insley,
City Clerk

CITY HALL, SALISBURY, MARYLAND -- SEPTEMBER 9, 1940

The Mayor and Council met in special session at the City Hall on Monday, September 9, 1940, at 11:20 P.M. with the following present: President of Council Hilary M. Taylor, and Councilmen John E. Morris, John G. Howie and Albin A. Hayman. Mayor I. Virgil Hitchens and Councilman Eugene M. Messick were absent.

1. Motion made and passed that minutes of an Executive Session held on September 3, and those of a special session held on September 6, be approved as read.
2. Motion made and passed that City Solicitor prepare an appropriate resolution to the effect that the President of Council and the City Clerk sign the official minutes of the Mayor and Council upon approval.
3. The City Clerk asked the Council to advise him as to whether or not the minutes of the regular and special minutes, together with those of executive sessions, of the Mayor and Council were to be open for public inspection before they were approved by the Council.

The Council advised the Clerk to the effect that the minutes of any meeting did not become the official minutes of the Mayor and Council until they were read and approved.

4. The City Clerk presented a report in reference to his inspection of the city ordinances.

Motion made and passed that this report be received and filed and recommendations be approved.

There being no further business, meeting adjourned at 12:03 A.M.

APPROVED:

Sept. 16, 1940
Date

Hilary M. Taylor
President of Council

Richard E. Husley
City Clerk

CITY HALL, SALISBURY, MARYLAND -- SEPTEMBER 16, 1940

The Mayor and Council met in regular session at the City Hall on Monday, September 16, 1940, at 7:30 P.M. with the following present: Mayor I. Virgil Hitchens, President of Council Hilary M. Taylor, and Councilmen John E. Morris, John G. Howie and Albin A. Hayman. Councilman Eugene M. Messick was absent.

1. Mr. Fitzhugh Insley, Harbor Master, appeared before the Mayor and Council and presented a request from the Government Engineer on the dredging operation for water services to an office located on the Shipyard Property. The Council instructed the City Engineer to obtain permission from the property owners to disconnect the water service line between the Office and the Shipyard proper.
2. Motion made and passed that report for the month of August, 1940, together with weekly report, as presented by Chief N. H. Holland; be received and filed.
3. Mr. David Wroten appeared before the Mayor and Council in reference to a meter box and to the proposed widening of Lake Street abutting his property.

Motion made and passed that City Engineer be authorized to curb and gutter the East side of Lake Street abutting the Wroten property; also to resurface the roadbed in this area.

Motion made and passed that the City Engineer check the alley line in order to determine if the meter box extends over into the public alley.

4. The City Engineer presented sealed bids on four (4) 12.74 x 24 8-ply tires and tubes for Motor Grader, which were as follows:

<u>Name of Bidder</u>	<u>Address</u>	<u>Total Bid</u>	<u>Discount</u>
R. D. Grier & Sons Co.,	Salisbury, Md.	\$345.77 --	2% - 10 days
Firestone Supply & Serv.	Salisbury, Md.	307.84 --	none
Goodrich Silvertown	Salisbury, Md.	259.99 --	2% - 10 days

Note: The above prices included trade-in of four casings and tubes now used on City's motor grader.

Motion made and passed that action on this purchase be deferred until September 27.

5. Mr. Lex Grier, representing the Dual Parking Meter Company, presented an agreement to the Mayor and Council dated September 12 pertaining to payment of 27 parking meters which were recently ordered by the Mayor and Council. This agreement, in effect, provides for the City to retain one-third of the revenue received from the 27 meters monthly, dispersing the remaining two-thirds monthly, until the purchase price is paid in full.

Motion made and passed that Mayor I. Virgil Hitchens execute this agreement on behalf of the Mayor and Council of Salisbury.

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6. Peter Linnett, Mrs. Dorsey, Linwood Maddox, Earl Gordy, May B. Mumford, Mr. Steele, Mr. and Mrs. C. E. Butler, Mrs. Hitchens, Mr. and Mrs. Luther Mitchell, appeared before the Mayor and Council in reference to Zoning Ordinance No. 418, which provides for the changing of a small triangular parcel of land located at the intersection of Highland Avenue and Race Street from Residential Area to Commercial Area.

After the Council pointed out that the change did not materially affect the existing zone in this area, the parties did not protest the passage of this ordinance.

7. Mr. Peter Linnett appeared before the Mayor and Council in reference to repairing his bulkhead on the Wicomico River located near W. Main Street. Mr. Linnett stated that he was not financially able to repair this bulkhead.

The City Council explained to Mr. Linnett that they did not have power to relieve him from having bulkhead repaired.

8. Motion made and passed that Ordinance No. 418, an ordinance entitled "Fourteenth Amendment to Zoning Ordinance No. 292" to supplement and amend but in no manner otherwise to change said Zoning Ordinance by providing a change in the Use District Regulations of a certain area of land at the intersection of Highland Avenue and Race Street, having been introduced, read and posted, and no objections made, be passed for final reading.

9. Mrs. John E. Morris appeared before the Mayor and Council extending an invitation to the Mayor and Council to participate in the parade and mass meeting in the interest of national defense to be held on Monday, September 23.

Motion made and passed that the regular meeting of the Mayor and Council be postponed from Monday, September 23, to Tuesday, September 24, in order for the Mayor and Council to participate in the national defense program.

10. Mr. Ray Phillips appeared before the Mayor and Council in reference to a proposed street to be opened between Camden Avenue and Frederick Avenue through the property of Mrs. Phillips, Messrs Williams and Roberts.

After a brief discussion, motion made and passed that committee, composed of Councilmen John E. Morris, Albin A. Hayman and John G. Howie, be appointed to contact Messrs. Roberts and Williams for the purpose of working out an appropriate subdivision.

11. The City Engineer presented Plat No. P-40-31 covering a proposed 10-ft. widening on the South side of Market Street, between S. Division Street and the Salisbury Boulevard.

Motion made and passed that plat and survey be received.

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Motion made and passed that Building Inspector be authorized to contact Messrs. John Downing, Elliot Lewis and Wilson Booth to act as a committee to confer with the abutting property owners for widening of Market Street.

12. The City Engineer presented bids under Contract 393-SW, Section B, on 150-feet of 33-inch and 36-inch reinforced concrete pipe, which were as follows:

Gray Concrete Pipe Company, Baltimore, Maryland --

Item 1: \$3.40 per foot for 33-inch pipe

Item 1A: \$3.65 per foot for 36-inch pipe

Midatlantic Concrete Pipe & Products Co., Dover, Delaware --

Item 1: \$2.75 per foot for 33-inch pipe; 2% - 10 days discount

Item 1A: \$2.75 per foot for 36-inch pipe; 2% - 10 days discount

Note: All prices included delivery to Willow Street Storage Yard, Salisbury, Maryland.

Motion made and passed that City Engineer be authorized to purchase 150 lin.ft. 33-inch reinforced concrete pipe from the lowest bidder, Midatlantic Concrete Pipe and Products Company of Dover, Delaware, at the rate of \$2.75 per foot, delivered to Willow Street Storage Yard, and subject to a discount of 2 per cent for payment within 10 days.

13. The City Engineer presented bids on 100 STOP signs and 125 angle iron posts, which were as follows:

Aeroil Burner Company, Inc., West New York, N. J. --

Item 1: 100 Stop Signs at \$1.09 each; total ... \$109.00 f.o.b.
Salisbury, Maryland; discount 1 per cent, 10 days.

Municipal Street Sign Co., Brooklyn, N. Y. --

Item 1: 100 Stop Signs at \$1.34 each; total ... \$134.00}

Item 2: 100 channel posts, 11' lgths; \$1.35 ea. 135.00}-f.o.b.

Item 3: 25 channel posts, 7' lgths; \$0.85 ea. 22.25) Salisbury,
Maryland

Lyle Signs, Inc., Minneapolis, Minn. --

Item 1: 100 Stop signs at \$1.04 each; total ... \$104.00, f.o.b.
Salisbury, Maryland.

Motion made and passed that City Engineer be authorized to purchase 100 STOP signs from the lowest bidder, Lyle Signs, Incorporated of Minneapolis, Minn., at the rate of \$1.04 each, or a total of \$104.00, freight prepaid to Salisbury, Maryland.

Motion made and passed that City Engineer be authorized to purchase 100 channel posts, 11-ft. in length, from the Municipal Street Sign Company of Brooklyn, New York, at the rate of \$1.35 each, or a total of \$135.00 f.o.b. Salisbury, Maryland.

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Motion made and passed that City Engineer be authorized to purchase 25 channel posts, 7-ft. in length, from the Municipal Street Sign Company of Brooklyn, New York, at the rate of \$0.85 per sign, or a total of \$22.25 freight prepaid to Salisbury, Maryland.

14. The City Engineer presented sealed bids on 144 - 3/4-inch lead flange goosenecks complete with corporation stops, which were as follows:

Glauber Brass Mfg. Co., Kinsman, Ohio --

\$2.10 each; 2 per cent 15th proximo

Mueller Company, Decatur, Illinois --

\$1.84 each; 2 per cent, 10 days

Motion made and passed that City Engineer be authorized to purchase 144 - 3/4" lead flange goosenecks complete with corporation stops, from the lowest bidder, Mueller Company of Decatur, Illinois, at the rate of \$1.84 each freight prepaid to Salisbury, Maryland, and subject to a discount of 2 per cent for payment within 10 days.

15. The City Engineer presented sealed bids on 400 lin.ft. of 8-inch B&S Class 150 Centrifugally Cast C.I. Pipe, which were as follows:

United States Pipe & Foundry Co., Philadelphia, Pa. --

\$1.23 per foot

R. D. Wood Company, Philadelphia, Pa. --

\$1.235 per foot

Motion made and passed that City Engineer be authorized to purchase 400 feet of 8-inch cast iron pipe from the lowest bidder, U. S. Pipe and Foundry Company of Philadelphia, at the rate of \$1.23 per foot delivered to Willow Street Storage Yard.

Motion made and passed that City Engineer be authorized to construct 200 feet of 8-inch pipe on Glen Avenue from the above stock.

16. The City Engineer presented sealed bids on miscellaneous waterworks fittings, which were as follows:

Hubert R. White Hardware Co., Salisbury, Md. --

\$96.60; 5% discount in 10 days

Crane Company, Baltimore, Md. --

\$93.38, 2% discount 10th proximo

L. W. Gunby Company, Salisbury, Md. --

~~xx~~ \$176.16

~~xx~~ Bid submitted by L. W. Gunby Company, dated 9-16-40, included 12- 2" T-handle gate valves amounting to \$79.80 which were omitted in Hubert White's and Crane Company's bids.

Motion made and passed that City Engineer be authorized to purchase miscellaneous waterworks fittings from the lowest bidder, Crane

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Company of Baltimore, for the lump sum of \$93.38, including pre-payment of freight to Mill Street Storage Yard, Salisbury, Maryland, and subject to a discount of 2 per cent for payment on the 10th proximo.

17. Motion made and passed that City Engineer be authorized to purchase twelve (12) 2-inch T-handle Gate Valves at the lowest possible price.

18. The City Engineer presented bids for the rental of a crane to be used in the construction of sanitary sewer extensions under the recent \$35,000 Bond Issur. The bids received were as follows:

D. C. Elphinstone Co., Baltimore, Maryland --

Rental of crane (3/4-yard Clamshell) for month of October, 1940, at the rate of \$450.00 per month f.o.b. Baltimore, which price does not include services of operator, gasoline, repairs, or freight to and from Baltimore.

Waller Paving Company, Salisbury, Maryland

Rental of crane (3/4-yard clamshell), as noted in letters dated September 3 and 16, for the month of November, 1940 at the rate of \$800.00 per month, which price includes the services of operator, gasoline, oil, repairs, insurance and delivery to job site.

Pocahontas Coal Company, Salisbury, Maryland --

Rental of crane (1/2-yard clamshell) for the month of October, 1940, for the sum of \$780.00. Price to include services of operator, gasoline, oil, repairs and delivery to job site.

Motion made and passed that President of Council and City Engineer be authorized to negotiate with the Pocahontas Coal Company, provided a lower price be secured with the understanding that the price submitted be approved by the Mayor and Council.

19. The City Engineer presented quotations on 500-pounds of tempered steel brush wire for street sweeper, which were as follows:

Elgin Sweeper Company, New York City --

Total Bid, \$101.05

General Iron and Steel Corporation, New York City --

Total Bid, \$57.90.

Motion made and passed that City Engineer be authorized to purchase from the lowest bidder, General Iron and Steel Corporation of New York City, 500-pounds of tempered steel brush wire, for the sum of \$57.90, delivered to our Mill Street Storage Yard.

20. The City Engineer presented a letter, dated September 9, from Lt. Col. H. L. Robb, Corps of Engineers, War Department, regarding the discharge of refuse into the navigable waters of the Wicomico

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River from the City's storm water drain located on Isabella Street.

Motion made and passed that this matter be referred to the City Solicitor, Charles J. Potts.

21. The City Engineer presented a report of tests on efficiency of six (6) centrifugal pumps in the Municipal Pumping Station. Also, recommendations for an increased efficiency in the operation.

Motion made and passed that report be received, filed and the City Engineer be authorized to secure bids, operating and efficiency curves on three (3) Horizontal-Centrifugal pumps having capacities of 1,000; 2,000; and 3,000 g.p.m., respectively.

22. The City Engineer presented a letter from Mayor I. Virgil Hitchens to the Council in reference to eliminating cesspools and outdoor toilets where water and sewer mains were available .

Motion made and passed that Mayor's recommendation and proposed be received and filed. *al*

23. At the request of Mayor Hitchens, motion made and passed that a special meeting of the Mayor and Council be held Friday, September 20, at 8:00 P.M. for the purpose of discussing Merit System and Charter Revision.

There being no further business, meeting adjourned at 12:00 Midnight.

APPROVED:

Sept 30, 1940
Date

Wm Taylor
President of Council

Richard L. Husley
City Clerk

MINUTES of the regular meeting of the Council of Salisbury, Wicomico County, Maryland, held in the Council Room of the City Hall at Salisbury, Maryland, on Monday, September 16th, 1940, at 7:30 o'clock P. M.

There were present: Councilmen Hilary M. Taylor, John G. Howie, John E. Morris and Albin A. Hayman. There was present, also, Mayor I. Virgil Hitchens.

Richard C. Insley, Clerk of Salisbury, presented to the Council the sealed bids offered to the Council for THIRTY-FIVE THOUSAND DOLLARS (\$35,000.00) Salisbury, Maryland, Sanitary Sewer Bonds of 1940, at a rate of interest not exceeding four percentum (4%) per annum, to be determined upon the basis of the lowest interest cost by the favorable ^{interest}/rate bid thereon and/or premium offered for same, said bonds to be dated October 1st, 1940, and due October 1st, 1941 - 1960, inclusive.

At eight o'clock P. M., the Mayor and Council opened said bids, which were as follows:

BAKER, WATTS & CO., Baltimore, Maryland, for all or none of said bonds, at the rate of \$100.1359, and accrued interest for each \$100.00 par value of said bonds, with a coupon interest rate of $2\frac{1}{4}\%$ per annum.

ALEX. BROWN & SONS, Baltimore, Maryland, for all or none of said bonds, at the rate of \$100.063, and accrued interest for each \$100.00 par value thereof, with a coupon interest rate of $2\frac{1}{4}\%$ per annum.

W. W. LANAHAN & COMPANY, Baltimore, Maryland, for all or none of said bonds, at the rate of \$101.159, and accrued interest for each \$100.00 par value thereof, with a coupon interest rate of $2\frac{1}{4}\%$ per annum.

DOUGHERTY, CORKRAN & CO., Philadelphia, Pennsylvania, for all or none of said bonds at the rate of \$100.555, and accrued interest for each \$100.00 par value thereof, with a coupon interest rate of $2\frac{1}{4}\%$ per annum.

MACKUBIN, LEGG & CO., Baltimore, Maryland, for all or none of said bonds, at the rate of \$101.429, and accrued interest for each \$100.00 par value thereof, with a coupon interest rate of $2\frac{1}{4}\%$ per annum.

MERCANTILE TRUST COMPANY OF BALTIMORE, Maryland, for all or none of said bonds, at the rate of \$101.509, and accrued interest for each \$100.00 par value thereof, with a coupon interest rate of $2\frac{1}{4}\%$ per annum.

The said Mercantile Trust Company of Baltimore, Maryland, being the highest and best bidder for said bonds, and its bid being at the most favorable coupon interest rate bid at the rate of $2\frac{1}{4}\%$ per annum, taking into consideration the premium rate offered for same in comparison to the coupon interest rates bid and premiums

offered by the other above mentioned bids, said bid of Mercantile Trust Company of Baltimore was accepted in accordance with its bid letter under date of September 13th, 1940, and its certified check for \$500.00 was accepted as evidence of good faith and as a credit upon the purchase price of said bonds.

Said award was accordingly made and confirmed upon motion of Councilman Morris, seconded by Councilman Hayman, and duly carried and approved by the affirmative aye vote of all members of the Council of Salisbury present, said award being made and sale approved to Mercantile Trust Company of Baltimore, at the rate of \$101.509 and accrued interest for each \$100.00 par value of \$35,000.00, $2\frac{1}{4}\%$ Salisbury, Maryland, Sanitary Sewer Bonds of 1940, dated October 1st, 1940, and due October 1st, 1941 - 1960, inclusive.


Clerk of Salisbury, Maryland

CITY HALL, SALISBURY, MARYLAND -- SEPTEMBER 17, 1940

The Mayor and Council met in executive session at the City Hall on Tuesday, September 17, 1940, at 12:01 A.M. with the following present: President of Council Hilary M. Taylor and Councilmen John E. Morris, John G. Howie and Albin A. Hayman. Mayor I. Virgil Hitchens and Councilman Eugene M. Messick were absent.

1. Motion made and passed that minutes of an executive session held on September 9 be approved as read.
2. Motion made and passed that Superintendent of the Water Department be authorized to credit the account of the Taylor Oil Company in the amount of \$75.00, which was billed in error as the 400,000 gallons of water was pumped into the tanks of the Allen Petroleum Company, with the understanding that the Allen Petroleum Company be billed for the 400,000 gallons of water in accordance with the Water Department's monthly rate schedule, which would amount to \$49.00.
3. Motion made and passed that Superintendent of Water Department be authorized to credit the account of Upshur Morris in the amount of \$7.25 for vacancy of house located on Ohio Avenue from the period December 13, 1939 to April 20, 1940..
4. Motion made and passed that Parking Ticket Nos. 4825, 4974 and 5246 be excused.
5. Motion made and passed that Parking Ticket Nos. 4967, 4968 and 5478 be not excused, and a letter be written to these violators by the City Clerk to this effect.
6. Motion made and passed authorizing the City Clerk to return check for \$2.50 to the violator given parking ticket No. 5022 and request that he remit check for \$1.00 for payment of fine under this violation.
7. Motion made and passed that holder of parking ticket No. 5443 be excused and that a letter be written by the City Clerk to this effect.
8. Motion made and passed that Vouchers 14,109 to 14,111 inclusive, be approved for payment.
9. Motion made and passed that bill for services rendered by Alfred T. Truitt, Secretary of the Salisbury By-Pass Committee, be passed for payment when approved by Chairman of the Salisbury By-Pass Committee.
10. Motion made and passed that City Engineer be authorized to notify Messrs. John Davis and Franklin Parsons of the Garbage Department to appear before them at a special meeting to be held on Friday, September 27th.

There being no further business, meeting adjourned at 1:15 A.M.

APPROVED,

Date

City Clerk

President of Council

CITY HALL, SALISBURY, MARYLAND -- SEPTEMBER 20, 1940

The Mayor and Council met in special session at the City Hall on Friday, September 20, 1940, at 8:00 P.M. with the following present: Mayor I. Virgil Hitchens, President of Council Hilary M. Taylor and Councilmen John E. Morris, Albin A. Hayman; with Councilmen John G. Howie and Eugene M. Messick being absent.

1. At the request of the Mayor and Council, Messrs. Franklyn Parsons, John Davis and Francis Hillman, of the Garbage Collection and Disposal Department, appeared at this meeting to discuss garbage collection and salvage. After a thorough discussion, it was suggested that a new ordinance be prepared to take care of the present day conditions.
2. Motion made and passed that Deputy Clerk be authorized to obtain prices on an electric heater for Fire House No. 1.
3. Mr. Clarke Gardner, City Engineer, and Percy Sterling of the Engineering Department, presented plans and cost data on a proposed building to house all the City's equipment to be located on Cypress Street.

Motion made and passed that Engineering Department be authorized to prepare plans and specifications for a building including yard facilities for a new city barn to be located on Cypress Street.

4. Motion made and passed that City Treasurer be authorized to prepare a voucher to Charles W. Bennett, County Treasurer, in the amount of \$50.33 for one-half of the 1939 taxes of the Mary H. Parsons' property located on Union Street.
5. The City Engineer presented the following bids on 100 sheets of tracing cloth for use in preparing plans for water and sewer construction:

Renninger and Graves,	Philadelphia, Pa.,	total sum of	\$31.77
Charles Bruning Co.,	New York City,	" " "	\$33.40
Eugene Dietzgen,	New York City,	" " "	\$33.53

Motion made and passed that City Enginee be authorized to purchase from the lowest bidder, Renninger and Graves of Philadelphia, 100 sheets of tracing cloth for the sum of \$31.77.

6. Motion made and passed that City Engineer be authorized to make surveys and prepare plans for a easement at the rear of properties located on the North side of E. Main Street, between Saratoga Street and the City Limits for the purpose of providing a space for the Eastern Shore Public Service Company to erect pole and transmission lines.
7. Motion made and passed that Deputy Clerk be authorized to purchase the number of ledger sheets required to install an equipment record ledger.
8. Motion made and passed that City Engineer be authorized to contract with the Pocahontas Coal Company for the rental of a one-half (1/2) yard crane, with 30' boom, for the month of October, 1940 at a rental rate of \$780.00, which price includes crane,

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services of operator, gas, oil and repairs. This crane to be used for the construction of a sanitary sewer in South Park Drive, between Bennett Avenue and the corporate limits.

9. Motion made and passed that City Engineer be authorized to transfer a sufficient number of men from the Park Maintenance and Water Maintenance Divisions (not to exceed 8) for the purpose of constructing an 8-inch sanitary sewer in South Park Drive, as noted above in Motion No. 8.
10. Councilman Morris introduced the following Resolution which was duly seconded by Councilman Hayman and approved by the unanimous vote of the members of the Council of Salisbury present.

"WHEREAS, Ordinance No. 418, entitled 'Fourteenth Amendment to the Zoning Ordinance No. 292,' was introduced at the meeting of The Mayor and Council of Salisbury, held on August 28th, 1940; and

WHEREAS, said Ordinance was passed for the first reading and the Clerk of Salisbury was instructed to post a copy of said Ordinance on the Bulletin Board of the Court House and to have a notice of said Ordinance published in The Salisbury Times on August 29th, 1940; and,

WHEREAS, at the meeting of The Mayor and Council of Salisbury held on September 16th, 1940, said Ordinance was read, passed and approved by the Mayor and Council of Salisbury; and

WHEREAS, the area of land changed by said Ordinance from its former designation on the Zoning Map of the City of Salisbury of R 40 C Area to B 40 B Area was properly located on a plat on file in the office of the Building Inspector, a copy of which was shown to those who appeared at the public meeting held in the City Hall on September 16th, 1940, yet the description in said Ordinance, was incorrect.

NOW, THEREFORE, BE IT RESOLVED, by The Mayor and Council of Salisbury that Ordinance No. 418 shall be corrected insofar as the description of the area of land is concerned to read as follows: Beginning at the intersection of the West line of Highland Avenue with the South line of Race Street, thence Southerly by and along the West line of Highland Avenue, a distance of thirty (30) feet, plus or minus; thence Northwesterly along a line parallel with and two hundred (200) feet Easterly of the East line of the Snow Hill Road, a distance of fifty-five (55) feet, plus or minus, to the South line of Race Street; thence Southeasterly by and along said Race Street, a distance of forty-five (45) feet, plus or minus, to the point of beginning."

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There being no further business, meeting adjourned at 12 Midnight.

APPROVED:

9/30/40
Date

Wm. L. Taylor
President of Council

Richard L. Insley
City Clerk

CITY HALL, SALISBURY, MARYLAND - SEPTEMBER 24, 1940

The Mayor and Council met in regular session at the City Hall on Tuesday, September 24, 1940, at 7:30 P.M. with the following present: Mayor I. Virgil Hitchens, President of Council Hilary M. Taylor, and Councilmen John E. Morris, Eugene M. Messick and Albin A. Hayman. Councilman John G. Howie was absent.

1. Motion made and passed that minutes of the regular meeting held on September 16 be approved as read.
2. Mr. Alfred T. Truitt, of the Salisbury By-Pass Committee, appeared before the Mayor and Council and stated that all options had been completed with the exception of Mrs. Maggie Brown of N. Division Street insofar as the Committee is concerned.
3. Motion made and passed that Chief Holland's weekly report be received and filed.
4. Mr. Lewis Morgan appeared before the Mayor and Council in regards to parking in front of his place of business located on E. Church Street. This matter was referred to the Chief of Police.
5. Motion made and passed that Parking Ticket Nos. 5474, 5261, 5455, 5466, 5180, 5460, 5473, 5458 and 5403 be excused.
6. Motion made and passed that the City Treasurer be authorized to draw a voucher in the amount of \$5,000 to the Peninsula General Hospital Building Fund.
7. A delegation representing civic clubs and business organizations of Salisbury appeared before the Mayor and Council and presented a resolution pertaining to the operation of the Police Department. See resolution attached to these minutes.

Motion made and passed that this matter be held under consideration.

8. Mr. Ray Phillips appeared before the Mayor and Council in regards to the subdivision of his property located on Camden Avenue opposite the State Normal School.

Motion made and passed that approval of this proposed street be withheld until such time as the persons owning the property abutting the proposed street agree on an appropriate subdivision.

9. Motion made and passed that City Solicitor be authorized to prepare an ordinance establishing a building line on Lake Street, between W. Main Street and W. Isabella Street. This building line to be 30-feet on both sides from the center of the street.
10. Motion made and passed that Ordinance No. 420, an ordinance entitled "Fifteenth Amendment to Zoning Ordinance No. 292" to repeal Ordinance No. 418 entitled "Fourteenth Amendment to Zoning Ordinance No. 292" and to supplement and amend but in no manner otherwise to change said Zoning Ordinance No. 292 by providing a change in the

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Use and Area District Regulations of a certain area of land at the intersection of Highland Avenue and Race Street, be read, posted, advertised, and all property owners within 300-feet be notified, and passed for first reading.

11. Motion made and passed that letter from the Chamber of Commerce, dated September 24, 1940, be received and filed.
12. Motion made and passed that letter from Congressman D. J. Ward, dated September 23, 1940, be received and filed.
13. Motion made and passed that City Engineer be authorized to employ three laborers to clear weeds and undergrowth in Potters' Field.
14. Motion made and passed that Vouchers 14,112 to 14,115, inclusive, and Vouchers 14,120 to 14,161, inclusive, be approved for payment.

There being no further business, meeting adjourned at 12:06 A.M.

APPROVED:

Sept 30, 1940
Date

Walter M. Taylor
President of Council

Richard C. Insley
City Clerk

September 24, 1940

Mayor and Council

Salisbury, Maryland

Gentlemen:-

Whereas, during the past few months an increasing lack of efficiency of the Salisbury Police force has been called to our attention by newspaper reports and apparent dissension among members of the force. While it is not the intention of a civic organization to interfere or meddle in politics, yet in our civic work it is essential that we support and aid good government. Efficiency of our police force is one of the prime requisites of safe living in any community, and we are, therefore, non-politically interested in securing the highest efficiency possible.

Whereas, an investigation by a voluntary committee of interested citizens from the civic clubs of Salisbury has made apparent the following facts:-

1. That there exists a great deal of jealousy and dissension among members of the force.

(a) This jealousy or trouble may in part be justified by an uneven salary schedule, whereby some men are doing exactly the same work as others, but receive as much as \$9.50 a week less pay. This is partly explained by different length of service,

but an excessive degree of difference seems to exist.

- (b) Divided authority may be an even more serious cause of trouble. We realize that the Mayor is the head of the police department; however, when a duly appointed, well-trained man is placed in charge of that department, he should for the sake of discipline and efficiency, actually be in charge of that department without interference in the details of his work by those technically in charge. This divided authority is believed to have led to the so-called "playing politics" in the department, and has almost completely ruined discipline of any type at present. We regard discipline as one of the most important factors in the efficiency of any police or armed force.

- 8. That there exists a lack of properly divided personnel in the department, and an insufficient personnel to carry out properly the present schedule of hours of duty.

- (a) That a plainclothes investigator is an apparent necessity - a man free of the

usual regulations of beat or hours on duty, who can investigate each crime from its beginning to end. It is understood that when such an arrangement existed previously that there was a considerably higher percentage of crime solution and recovery of stolen goods than under the present system.

(b) There are insufficient men in the department to carry out the hours on duty scheduled. At times only two men have been on duty in the entire city instead of the usual four at night.

3. There seems to be an absence of any real system of sickness benefits, compensation for injury, compensation to widows or dependents in case of death, or retirement funds in the future. These things have been taken care of by the Mayor and Council in the past as situations arose. Definite guarantees would mean much to give the men of the force a sense of security.
4. There seems to be an unfair method of promotion and too great a proportion of sergeants to patrolmen, both of which add to jealousy and divided authority. Some of the personnel do not seem to meet the standards of police forces elsewhere.

In view of the above findings, be it resolved that the

organizations represented herein recommend the following:-

1. That the salaries of the officers in the same class be raised to a more equal plane in each class as justified by length of service or experience.
2. That the Chief of the department be in sole charge of the department, authorized to carry out disciplinary measures, responsible to the Mayor and Council only as to the results obtained by the department.
3. That a special investigator's classification be created and a qualified man chosen for this position at a salary somewhat above that of patrolman.
4. That at least two (2) more men be taken on the force to carry out the present schedule of hours.
5. That at the next session of the legislature the assembly be requested to amend the charter to permit increase of regular personnel to meet the needs of present growth of the city.
6. That a system of protection by retirement pay, sick benefit and accident benefit guarantee be established along the lines of state accident insurance and retirement pay such as in larger cities.
7. That a system of periodic physical and general examinations as to qualifications and fitness be established as a basis for admission, retention to and promotion on the force.

Clarence Dickinson 100
Pres. Salisbury Lions Club

Carl M. Lupton
Pres. Salisbury Rotary Club

Carroll E. Bouds 53
Pres. Salisbury Kiwanis Club

Ernest Wheatley
Pres. Salisbury Chamber of Commerce

Mrs. John A. Price

Mrs. John A. Price
Pres. Women's Club of Salisbury

Miss Frances Cobb

Pres. Jr. Woomico Women's Club

Mrs. Joseph Deane

Berice H. Deane 26
Pres. Quota Club of Salisbury

Mrs. Harry Oliphant

Gladys V. Oliphant
Pres. Business & Professional
Women's Club of Salisbury

CITY HALL, SALISBURY, MARYLAND - SEPTEMBER 30, 1940

The Mayor and Council met in Executive Session at the City Hall on Monday, September 30, 1940, at 10:25 P.M. with the following present: Mayor I. Virgil Hitchens, President of Council Hilary M. Taylor, and Councilmen John E. Morris, Eugene M. Messick, John G. Howie and Albin A. Hayman.

1. Motion made and passed that minutes of Special Session held on September 20 be approved as read.
2. Deputy Clerk L. Thomas Parker, Jr. presented budget for fiscal year of October 1, 1940 to September 30, 1941.

Motion made and passed that the budget for fiscal year beginning October 1, 1940 and ending September 30, 1941, be approved.

3. Motion made and passed that Mr. Norman Lank be employed as Custodian of the City Hall at a salary of \$15.00 per week; half to be paid from the General Fund and the remainder from the Water Department. This employment to be effective beginning Friday, October 4, 1940 and is to be under the jurisdiction of the City Engineer.
4. Mayor I. Virgil Hitchens presented the following recommendations as made by Chief of Police N. H. Holland:

Recommendation 1: The addition of one clerk and two patrolmen would give at least three men on the street for general police work at all times.

Recommendation 2: With an addition of the appointment of one patrolman a plan to this effect could be worked by taking the three oldest men and giving them the preference of a steady day shift from 8:00 A.M. to 5:00 P.M. The remaining eight men would work the other two shifts, alternating from the early shift to the late shift at whatever time might be designated for the change.

With reference to the clerks with three on duty, it would not be necessary to take a man off of the street when a clerk had a day off as they could double their shift and arrange their time which would not interfere with the regular patrolmen.

Mayor I. Virgil Hitchens suggested that one additional extra policeman be employed so as to give at least three men on each shift.

At this point in the meeting, Mayor Hitchens recommended that Mr. Paul Kelly be employed as an extra policeman at the rate of \$26.50 per week. This salary was recommended due to Mr. Kelly's long experience on the Salisbury Police Force.

Motion made and passed that the recommendation of Mayor I. Virgil Hitchens employing Mr. Paul Kelly as extra policeman at the rate of \$26.50 per week be approved and that the salary of Officer

William Chatham be paid from the Traffic Fund and that the salary of the extra policemen be paid from the General Fund; and, further, that Mr. Norman Lank be instructed to relieve Police Clerk Benson on the days of his authorized leave.

5. Mr. L. Thomas Parker, Jr. submitted official city payroll for fiscal year beginning October 1, 1940.

Motion made and passed that Official City Payroll as revised be approved and placed into effect as of October 1, 1940.

6. Motion made and passed that before any properties can be transferred in the future on the assessment books of the City of Salisbury that deeds be taken to the office of the Water Department and a stamp placed thereon to the effect that all water bills and special assessments have been paid.
7. Motion made and passed that Parking Ticket Nos. 5575, 5509, and 5185 be excused.
8. Motion made and passed that a special meeting of the Mayor and Council regarding the merit and pension system be held on Thursday, October 3, 1940, at 7:30 P.M.
9. Motion made and passed that letter from the Business and Professional Women's Club of Salisbury, Maryland, be received and filed.
10. Motion made and passed that City Engineer be authorized to employ a sufficient number of men, with the aid of machinery to construct sanitary sewer on Booth Street, between Lake Street and Johnson's Pond.
11. Motion made and passed that Superintendent of Water Department be authorized to credit the water account of Alvin J. Timmons and Charles J. Bryon (W. Isabella Street property) in the amount of \$8.00 on account of property being transferred from Mrs. Charles Tingle with the aforesaid unpaid balance.
12. Motion made and passed that Superintendent of Water Department be authorized to credit the water account of Asbury M. E. Church for one quarter based on an average of four normal quarters of water consumption due to leak on premises.
13. Motion made and passed that Superintendent of Water Department be authorized to credit the account of the Larmer Corporation (formerly Walter and Lola Nelson property on Camden Street) in the amount of \$7.50 on account of property being transferred from Walter and Lola Nelson with an unpaid balance in the amount of \$7.50.
14. Motion made and passed that Vouchers 14,116 to 14,187, inclusive, be approved for payment.

There being no further business, meeting adjourned 1:30 P.M.

APPROVED:

Oct 11, 1940
Date L. C. Ashley
City Clerk

Wm. Lyle
President of Council

CITY HALL, SALISBURY, MARYLAND - SEPTEMBER 30, 1940

The Mayor and Council met in regular session at the City Hall on Monday, September 30, 1940, at 7:30 P.M. with the following present: Mayor I. Virgil Hitchens, President of Council Hilary M. Taylor, and Councilmen John E. Morris, Eugene M. Messick, John G. Howie and Albin A. Hayman.

1. Motion made and passed that minutes of the regular meeting held on September 24 be approved as read.
2. Motion made and passed that Chief Holland's weekly report be received and filed.
3. Motion made and passed that Plumbing Inspector's weekly report be received and filed.
4. Motion made and passed that Building Inspector's report for the month of September be received and filed.
5. Building Inspector Harry S. Hastings presented a request from Mr. Tory to change a certain section of Lincoln Avenue, between Madison Avenue and Jackson Street, from Residential Area to Commercial Area. The Council suggested that the Building Inspector contact the property owners of this vicinity and obtain their reaction to the proposed change.
6. Mr. H. O. Langrell appeared before the Mayor and Council in reference to obtaining permission for parking his truck on the North side of Camden Street near Market Street. After a brief discussion, the Council referred this matter to the Chief of Police.
7. At 8:00 P.M. the City Engineer presented sealed bids on vitrified terra cotta pipe under Contract 396-S, Subcontract M-1. The following bids were received:

<u>Name of Bidder</u>	<u>Address</u>	<u>Total Bid</u>	<u>Discount</u>
Pocahontas Coal Company	Salisbury, Md.	\$2,940.30	--
Steele & Company	Baltimore, Md.	2,761.00	--
Standard Clay Products Co.	Philadelphia	3,056.45	--
Secor & Company	Baltimore, Md.	2,819.00	--
Monumental Brick & Supply	Baltimore, Md.	3,029.50	2%, 10 days

Note: Each bid was accompanied by a certified check in the amount of \$250.00 made payable to the Mayor and Council of Salisbury.

Motion made and passed that City Engineer be authorized to purchase from the lowest bidder, Steele and Company of Baltimore, approximately 11,000 linear feet of 6-inch to 15-inch terra cotta pipe and fittings delivered to Willow Street Storage Yard, Salisbury, Maryland, in accordance with unit prices submitted for a sum not to exceed \$2,761. All material to be in accordance with City Engineer's Specifications S-VTC-37 and the entire contract shall be delivered in accordance with provisions of City Engineer's letter dated September 24, 1940.

8. Motion made and passed that City Treasurer be authorized to retain the check of the successful bidder, Steele and Company, until entire contract is completed and delivered in accordance with the provisions

Minutes of Mayor and Council Meeting

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September 30, 1940

of Contract 396-S, Subcontract M-1; and, further, the certified checks of the Pocahontas Coal Company, Standard Clay Products Company, Secor and Company, and Monumental Brick & Supply Company, be returned.

9. At 8:30 P.M. the City Engineer presented sealed bids on 4,000 pounds of Jointing Compound and 600 pounds of Jute under Contract 396-S, Subcontract M-2. The following bids were received:

Name of Bidder and Address	Jointing Comp'd	Jute
	Item 1	Item 2
Hydraulic Development Corp., N.Y.	\$87.00	\$96.00
Atlas Mineral Products, Mertztown Pa	76.00	66.00
Joseph G. Pollard, Brooklyn, N.Y.	78.00	55.50
Puroseal Product Co., New Market N.J.	72.80	--
Secor & Company, Baltimore, Md.	67.90	--

Motion made and passed that City Engineer be authorized to purchase from the lowest bidder, Secor and Company, 4000 pounds of Puroseal for the sum of \$67.90 delivered to Willow Street Storage Yard.

Motion made and passed that City Engineer be authorized to purchase 600 pounds of Jute from the lowest bidder, Joseph G. Pollard Company of Brooklyn, New York, for the sum of \$55.50 delivered to Willow Street Storage Yard.

10. The City Engineer presented a bid from the Pocahontas Coal Company on 250 tons of 3/4-inch slag delivered to Mill Street Storage Yard at the rate of \$2.40 per ton.

The Council suggested that City Engineer secure at least two other bids and present all bids at a special meeting of the Mayor and Council to be held on Thursday, October 3, 1940.

11. Mr. Norman Holland appeared before the Mayor and Council requesting street lights on Forest Lane Drive.

Motion made and passed that building inspector investigate this matter and render a report as to the cost of the lights at the next regular meeting.

12. Mr. C. L. Dickinson appeared before the Mayor and Council and presented the following recommendations:

"The Traffic Commission wishes to recommend that no parking be permitted on the East side of North Division Street, between Calvert and Church Streets, that this apply both day and night; that a space be provided in front of the William Penn Hotel to take care of the loading and unloading of guests and that this space be restricted to that purpose only.

"In connection with the above, we also recommend that a space be provided on the North side of West Church Street, between

Division and Bush Streets and beginning at the parking limits nearest to Division Street, to provide for the parking of two trucks for loading and unloading purposes and that this space be restricted to that purpose only."

Mr. Dickinson stated he had seen Miss Helen Wootton regarding the removal of traffic lights at school crossings and explained to her that the financial condition of the City would not permit the continuation of both lights and policemen at the school crossings and that policemen would remain at the school crossings providing traffic lights could be removed and used at other dangerous intersections in the City.

Motion made and passed that the Traffic Commission's recommendations be approved.

13. Motion made and passed that the City Engineer be authorized to remove the traffic lights at the intersections of N. Division and Union Streets; and at E. Church and Tilghman Streets, in accordance with Traffic Commission's recommendations.
14. Motion made and passed that City Treasurer be authorized to draw a voucher in the amount of \$200.00 payable to the Chairman of the Boys' Band Committee.
15. Motion made and passed that City Engineer be authorized to paint a traffic line across Camden Street at its intersection with South Division Street.
16. Motion made and passed that Ordinance No. 422, an Ordinance establishing building lines for the erection of buildings on the West side of Lake Street between West Main Street and West Isabella Street and on the East side of Lake Street between West Main Street and West Isabella Street, in the City of Salisbury, Maryland, be introduced, posted and passed for first reading.
17. Motion made and passed that Parking Ticket Nos. 5257, 5494, 5445, 5197, 5555, and 5518 be excused.
18. Motion made and passed that Parking Ticket No. 5566 be excused and City Clerk instructed to write the holder of this summons to this effect.
19. Motion made and passed that Ordinance No. 421, an Ordinance repealing and re-enacting with amendments Section 1 of Ordinance No. 362 and repealing and re-enacting with amendments Section 2 and 3 of Ordinance No. 362 as repealed and re-enacted with amendments by Ordinance No. 372, relative to parking meter zones, be introduced, posted, and passed for first reading.

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20. Motion made and passed that Ordinance No. 423, an Ordinance providing for the preservation of the navigation of the Wicomico River and tributaries within the City Limits of Salisbury, Maryland, by prohibiting acts detrimental to navigation and health and providing a penalty for the violation thereof, be introduced, posted and passed for first reading.

21. Councilman Hayman introduced and offered an Ordinance, designated as Ordinance No. 419, providing for the issue, execution and sale by The Mayor and Council of Salisbury, of thirty-five (35) Salisbury, Maryland, Sanitary Sewer Bonds of 1940, of the denomination of One Thousand Dollars (\$1,000.00) each, aggregating Thirty-five Thousand Dollars (\$35,000.00), for the purpose of installing sanitary sewers, together with all appurtenances, in the City of Salisbury, Maryland; adopting a form for said bonds, providing for the levy of taxes to pay the principal and interest of same, and for other incidental purposes.

Said Ordinance was seconded by Councilman Howie and was read by Richard C. Insley, Clerk of Salisbury.

Upon motion made by Councilman Morris and seconded by Councilman Hayman, and duly carried and approved by the affirmative aye vote of all five members of the Council of Salisbury, Clerk of Salisbury, Richard C. Insley, was instructed to publish said Ordinance by posting a copy thereof on the Bulletin Board at the Court House door in Salisbury, Maryland, on Tuesday, October 1st, 1940, and said Ordinance was held for consideration until the next regular meeting of the Council of Salisbury, to be held on October 7th, 1940.

22. Motion made and passed that City Treasurer be authorized to draw a voucher to John E. Morris in the amount of \$2.00 to cover refund on account of duplicate payment for Plumbing Permit issued on Lot 18, 8 Booth Street.
23. The City Engineer presented a letter signed by Alex. T. Grier, representing the residents of Clairmont Village in which a request was made for concrete curbs and gutters.
24. Motion made and passed that City Engineer's report covering Federal expenditures on city projects from the period April 1, 1938 to August 30, 1940 be received and become a part of these minutes in order for the Auditor to include the valuation of these improvements in the Audit for for fiscal year ending September 30, 1940.
25. Motion made and passed that City Engineer be authorized to purchase one hydraulic pressure tool from the Automatic Parking Meter Company of Oklahoma City, Oklahoma; for the sum of \$39.50, f.o.b. Salisbury, Maryland. The cost to be defrayed from the Traffic Meter Fund.

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26. The City Engineer presented a report on proposed curb and gutter construction which was based upon petitions and requests from property owners in various sections in Salisbury.

Motion made and passed that Engineer's report be received and held under advisement.

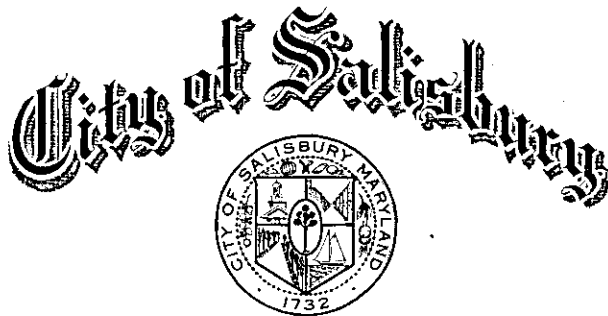
There being no further business, meeting adjourned at 10:20 P.M.

APPROVED:

October 7, 1940
Date

Wm. L. L. L.
President of Council

Richard C. Dinsley
City Clerk



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

MARYLAND

September 30, 1940

The Mayor and Council of Salisbury
Salisbury, Maryland

Gentlemen:

In reference to WPA participation on City sponsored projects undertaken by the Mayor and Council of Salisbury for the period April 1, 1938 to August 31, 1940, I am noting below extracts from letters dated November 13, 1939 and September 16, 1940 from J. Warren Belcher, Jr., Director of Finance, Work Projects Administration, Baltimore, Maryland:

FEDERAL EXPENDITURES - APRIL 1, 1938 TO SEPTEMBER 30, 1939

<u>Official Project</u>	<u>Work Project</u>	<u>Labor</u>	<u>Non-Labor</u>	<u>Total</u>
465-25-2-68	3286	\$ 15,585.38	\$ 1,359.25	\$16,944.63
165-25-1014	3295	26,903.29	6,823.24	33,726.53
665-25-1-27	3529	5,925.68	2,008.91	7,934.59
665-25-2-65	3521	18,860.99	3,183.52	22,044.51
665-25-3-36	7087	851.20	--	851.20
		\$ 68,126.54	\$13,374.92	\$81,501.46

FEDERAL EXPENDITURES - OCTOBER 1, 1939 TO AUGUST 31, 1940

<u>Official Project</u>	<u>Work Project</u>	<u>Labor</u>	<u>Non-Labor</u>	<u>Total</u>
165-25-1014	3295	\$ 5,695.76	\$ 124.80	\$ 5,820.56
665-25-1-27	3529	8,753.45	1,285.47	10,038.92
665-25-2-65	3521	11,042.95	1,409.24	12,452.19
665-25-3-36	7087	4,891.90	3.02	4,894.92
65-1-25-35	3779 (1)	10,341.24	1,641.54	11,982.78
65-1-25-68	3773	20,363.99	3,568.05	23,932.04
65-1-25-2098	3797	5,735.67	1,226.42	6,962.09
		\$ 66,824.96	\$ 9,258.54	\$76,083.50

DESCRIPTION OF PROJECTS

Work Project Nos. 3286 & 3779 (1) - Improvements to Waterworks Grounds
(Municipal Park)

Work Project Nos. 3295 & 3773 - Street Grading and Surfacing

Work Project No. 3529 - Curbs, Gutters and Sidewalks

Work Project Nos. 3521 & 3797 - Water and Sewer Extensions

Work Project No. 7087 - City Maps and Assessment Records

The Mayor and Council of Salisbury
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RECAPITULATION

<u>Description of Project</u>	10-1-39 to 8-30-40 (11 mos.)	4-1-38 to 9-30-39 (18 mos.)	Total
Street Improvements	\$29,752.60	\$33,726.53	\$ 63,479.13
Curbs, Gutters & Walks	10,038.92	7,934.59	17,973.51
Water & Sewer	19,414.28	22,044.51	41,458.79
City Records	4,894.92	851.20	5,746.12
Waterworks (Park)	11,982.78	16,944.63	28,927.41
	<u>\$76,083.50</u>	<u>\$81,501.46</u>	<u>\$157,584.96</u>

This information is submitted for the purpose of incorporation under Public Improvements in the Annual Audit for Period ending September 30, 1940.

May I suggest that this data become a part of the official city minutes which, in turn, will be capitalized under Public Improvements in the City Audit for the period ending September 30, 1940.

Respectfully submitted,

Charles Gardner

City Engineer

CG vg